



# York College

OF PENNSYLVANIA

York, Pennsylvania 17405

## **Correspondence Directory**

Academic Matters	<i>Dean of Academic Affairs</i>
Admissions	<i>Director of Admissions</i>
Alumni Activities	<i>Alumni Secretary</i>
General College Information	<i>Dean of the College</i>
Business Matters	<i>Business Manager</i>
Scholarships, Student Aid	<i>Financial Aid Officer</i>
Student Affairs	<i>Dean of Student Affairs</i>
Transcripts of Academic Records	<i>Records Office</i>

The address for all of the above is:

York College of Pennsylvania  
Administration Building  
Country Club Road  
York, Pennsylvania 17405  
Telephone: Area Code 717/843-8891

## **Visitors**

Visitors are always welcome. Office hours are 8:30 a.m.-5:00 p.m. weekdays. The reception desk is open from 9:00 a.m.-1:00 p.m. Saturdays. Please request appointments with the Director of Admissions well in advance.

## **Rules**

Students are to be governed by the rules, regulations, and provisions contained in this announcement.

The College reserves the right to withdraw or modify all courses.

# York College

OF PENNSYLVANIA

A CO-EDUCATIONAL COLLEGE  
GRANTING ASSOCIATE AND BACCALAUREATE DEGREES

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## **Accreditation and Membership**

### **Accredited by:**

The Middle States Association of Colleges  
and Secondary Schools

### **Approved by:**

The Pennsylvania Department of Education  
Veterans' Administration

### **Membership in:**

American Association of Collegiate Registrars and Admissions Officers

American College Public Relations Association

American Council on Education

Association of American Colleges

Association of Governing Boards of Universities and Colleges

College Entrance Examination Board

Institute of International Education

National Commission on Accrediting, Inc.

Pennsylvania Association of Administration of Justice Education

Pennsylvania Association of Colleges and Universities

National Association of Student Personnel Administrators

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# Introduction to York College of Pennsylvania

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York College of Pennsylvania is a co-educational institution of higher learning that serves commuters and resident students through basic programs in the Arts, the Humanities, Education, Science and Business curricula on both two and four-year levels.

The College is interested in students with good records of past academic achievement who possess the intellectual capacity and initiative to acquire more knowledge. The present student body of about 2500 comes from thirteen states and eleven foreign countries.

The College recognizes that the years spent on campus are part of life itself and not a preparation for it. For this reason, each student is encouraged to develop academically, to participate in extracurricular activities, and to become aware of the unique contributions that a liberally educated person can make to the world.

The College expects students to grow ethically and morally and to become conscious of their responsibility to perpetuate the traditions of human culture and achievement, to provide responsible leadership, and to satisfy the needs of the nation by providing ever-increasing numbers of persons for the crafts and the professions. The student should understand that attending college is a privilege and not a right.

## LOCATION

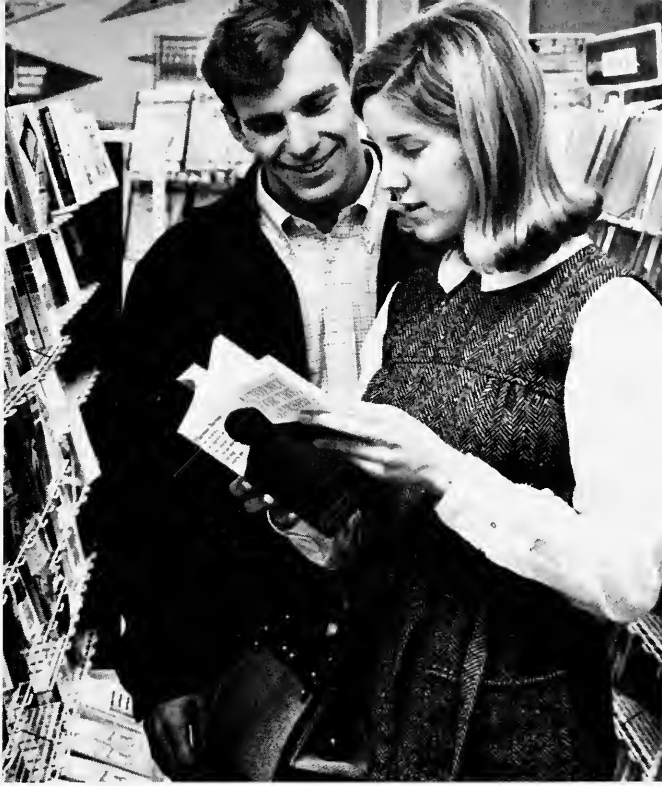
York College is situated in York, Pennsylvania. The campus is located on Country Club Road, approximately two miles south of Continental Square, in a city of 50,335 and in the center of York County, which has a population of 272,603. Historic Gettysburg is 28 miles west and Harrisburg, the State Capitol, is 26 miles to the north. The College is located in a thriving industrial and agricultural area which affords splendid recreational facilities, many churches, modern hospitals and schools, a symphony orchestra, a community chorus, a little theater, an historical society and many other organizations that promote cultural activities for the residents. These and other advantages make York an interesting place to study, live, work and play. The City of Baltimore lies 48 miles to the south; Washington, D.C. and Philadelphia are within 100 miles. Because of good highways, bus, railroad and airport facilities, York is accessible to all major cities in the east.

## PLAN OF EDUCATION

York College of Pennsylvania is an institution of higher learning serving the needs of many different individuals. The College population consists of commuting students who live within a reasonable distance from the College and resident students from many states and foreign countries. The College population, therefore, has a cosmopolitan flavor.







The program of studies is geared to serve those who aspire to a baccalaureate degree in selected curricula, as well as those who are interested in freshman and sophomore programs leading to transfer to other four-year colleges and universities. Some will be interested in two years of study only, as preparation for specific vocations. In developing aims and objectives for the College, its academic program is based on the premise that a person is first an individual and then a producer. To this end a broad education is for all men, regardless of the vocations or professions they ultimately pursue.

The current emphasis on training for the professions and for scientific achievement has confused many people regarding the role of the liberal arts in our colleges. Also, business and industry have more and more recognized the inadequacy of the college graduate who has knowledge disproportionately limited to his special field of study, and is totally unaware of the needs and motivations of his fellow workers—and of himself.

Increasing emphasis is placed on the student's giving of himself in service to his fellow men in the quest for a full and rewarding life. While stu-

dents are admonished to use their time wisely, it is also recognized that man's fullest potential requires maturation, reflection and leisure.

In developing programs and curricula, priority has been given to the finer qualities of man's mind, as these are reflected in Western Culture through its Judeo-Christian heritage. Stress is placed on the art of thinking, as well as on a body of knowledge from which to draw thought.

Specifically, York College hopes to accomplish the following:

1. To offer a broad program of studies in a selected number of majors leading to the baccalaureate degree.
2. To offer college level studies to freshman and sophomore students who wish to transfer to other four-year colleges and universities for junior and senior year studies leading to the baccalaureate degree, or to enter the labor market with sufficient knowledge and skills to make the student readily employable and able to do an acceptable job for his employer.
3. To offer continuing education courses and programs for those members of the community who have a need for such programs and who are not interested in working for a college degree.
4. To serve as a cultural center for the City of York and York County, bringing together for the general enlightenment of the community, courses in art and music, forums, debates, seminars, and workshops.



## **CULTURAL ACTIVITIES**

### **Institutes, Workshops and Seminars**

The College sponsors many varied programs throughout the year, during both day and evening hours that have made it the center of cultural, artistic, sociological, dramatic and community interest for the area. Recent presentations have included a festival of film classics, a film series on Shakespeare, programs of distinguished lectures, and seminar sessions on narcotics, finance, labor, music, agriculture, government, politics, ecology, urbanology, and science.

Students, faculty and members of the community are urged to suggest programs for sponsorship that relate the College to the community in productive ways.

### **Concerts and Lectures**

York College Concerts and Lectures play a large part in the cultural life of the campus and of the community. Each year a special series brings major performers and important speakers for personal appearances. Recent guests include Hubert H. Humphrey, Victor Buono, Los Indios Tabajaros, The Munich Chamber Orchestra and Harry Reasoner.

The Student Senate also sponsors appearances on an individual ticket basis. Attractions recently have included The New York Rock Ensemble and The Impressions.

## **COLLEGE GALLERY**

The visual arts are served by monthly exhibitions throughout the school year. Works of local artists as well as those of artists of national and international fame are shown. A reception introduces each artist to the public.

Recent shows have featured the works of Walter Partymiller, Ernest Krape, Robert Feldman and Marian A. Canfield.

The works of student artists at York College are also shown in special exhibits during the year.

## **FACILITIES**

York College is located on a 57 acre tract in the southwestern part of the city. Construction began on the present campus in 1959 and today there is a complex of ten modern buildings including:

**YORK HALL**—This facility contains lecture halls, science laboratories, a language laboratory and modern audio-visual equipped classrooms for 1,500 students.

**GYMNASIUM COMPLEX**—This three level series of buildings houses complete physical education and athletic facilities and serves as an auditorium for lectures, concerts and meetings. A recently completed Olympic-size swimming pool and two complete gymnasium floors all feature spectator seating. Music rehearsal hall and art and sculpture rooms are also in this complex. As an auditorium the building seats 1,800.

**LIBRARY**—The library has space for 100,000 volumes. It features reading stations for 400 students, reference, periodical, audio-visual aids, typing, and study rooms.

**SPRINGETTSBURY HALL**—A modern residence facility, this building houses 126 students in double rooms and a Residence Director in a private apartment. There are also a lounge, recreational and storage areas, and study rooms.

**PENN HALL**—A 132 student dormitory for women, similar to Springettsbury Hall, with lounge, recreational and food services immediately available. There is also a conference room for student use, and Director's apartment.

**MANOR HALL NORTH**—Completed in 1970, this residence hall features sleeping quarters for 166 students and recreational and study facilities. A Residence Director's apartment is included.



**MANOR HALL SOUTH**—Connected to, but independent of Manor North, this modern facility has quarters for 121 men, a Residence Director's apartment, a typing room, lounge, and recreational facilities. Study rooms are available on each floor.

**THE STUDENT CENTER**—This facility contains the Johnson Dining Room which seats 600, the Buechel Memorial Lounge, a kitchen equipped to prepare meals for 1,000 students at one time, lounge areas, a snack bar, TV room, game and conference rooms.

**THE ADMINISTRATION BUILDING**—Located along Country Club Road, this modern office building houses all of the operating divisions of the College, including Admissions, Academic and Student Affairs, Computer Center, Development and Alumni activities, and Business Affairs. There is a large meeting room on the second floor which functions as the York College art gallery and houses the beginnings of the College Museum.

**THE MAINTENANCE BUILDING**—This building serves as a storage area for maintenance supplies and equipment and provides necessary workshops to keep the College facilities and equipment in first-class condition.

## HISTORY

On April 19, 1968, York Junior College became a four-year institution under the name of the York College of Pennsylvania. Even though baccalaureate degrees are now being offered, it is the intention of the Board of Trustees to continue to serve those young men and women who are interested in two years of college in York, either to gain marketable skills for employment after leaving the College or to transfer credits elsewhere.

For over 20 years, service to the local community in the field of higher education was the College's legacy. In fact, this heritage goes back nearly two centuries, since the four-year college is linked to the past through three educational institutions—The York County Academy, the York Collegiate Institute, and the Junior College.

The academy was founded in 1787, the successor to a classical school established during the Revolutionary period by the Rev. John Andrews, Rector of what is now St. John's Episcopal Church in York.

In 1799, it was independently incorporated as "The York County Academy" and for many years was the only school of consequence in the County. It preceded the establishment of public schools in Pennsylvania by several years and trained many leaders in city, state, and national affairs.

York Collegiate Institute was organized in 1873 through the efforts of Samuel and Isabelle Small when<sup>1</sup> they assigned a square of ground and \$50,000 in bonds as security to "The English Presbyterian Church" of York. The Collegiate Institute gained considerable prestige and much success in bringing liberal education to the youth of the community.

However, the growth of the public high schools changed the needs of the community and both the Academy and the Institute entered into an agreement in 1929 whereby they merged their resources, while retaining much of their identity.

The trustees of York Collegiate Institute voted to add a junior college program to the curriculum and first year courses were started in the fall of 1941 with an enrollment of 42 students.

In 1947, the Institute trustees decided to close the secondary school and concentrate their efforts on the Junior College. While the College is governed by a separate board of trustees, the Academy board still functions and performs valuable services.

The present Academy board officers are as follows: Wilbur C. Beitzel, president; William H. Kain, Esq., secretary; and John L. Toomey, treasurer.

The Academy board membership is as follows: The Hon. James E. Buckingham, Martin B. Ebbert, Esq., Walter S. Ehrenfeld, William S. Eisenhart, Jr., Esq., Philip H. Glatfelter III, Edward K. Keen, Dr. Ray A. Miller, Dr. O. Meredith Parry, the Rev. Irvin A. Raubenhold and William S. Stair.



# Student Life

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## **STUDENT AFFAIRS**

The Student Affairs Division is responsible for counseling, housing, financial aid and placement, social and recreational activities, intramural sports, student organizations, health service, class scheduling and student records. The program is directed by the Dean of Student Affairs whose office, with others of the student personnel staff, is on the second floor, east wing of the Administration Building.

## **STUDENT SERVICES**

### **Academic Advising**

Faculty advisers, assigned by department chairmen in keeping with a student's field of specialization, counsel individually with their advisees prior to each registration period regarding course selection and fulfillment of degree requirements. The schedule form must be signed by the adviser before students are permitted to register. Counselors from the Student Affairs staff advise all students who have not declared majors.

### **Counseling**

The counseling staff is located in the Student Affairs Division, second floor, east wing of the Administration Building. Interviews may be arranged by scheduling appointments at the receptionist's desk. Counselors are available for academic advising; personal and vocational counseling including the physically handicapped students; aptitude, interest, or personality testing; financial aid services; part-time employment; transfer placement for students interested in a four year program not offered at York College; career employment; and graduate study.

## **HEALTH AND MEDICAL SERVICES**

The college maintains a Health Center on the lower level of the Student Center, staffed by a full-time registered nurse and a part-time physician. The physician is available during the clinic hours, 9:00–10:00 a.m. each weekday and by appointment. Emergency appointments with the physician should be arranged through the college nurse. The physician and/or the

nurse will make calls in the residence halls when the student is confined to his room for illness. A fee will be charged for dormitory calls made at times other than the scheduled clinical hours. In those cases of a more serious nature or when the residence hall confinement is expected to exceed 48 hours, the student should arrange to go home or to be admitted to the hospital. On such occasions, the student is asked to present a certificate from the attending physician upon returning to the campus.

Most services received at the Health Center are provided by the student's general fee, but treatment in a hospital is provided at the patient's expense. A student health and accident insurance policy, available on an optional basis at the beginning of each semester, provides hospital care, surgical treatment, and other medical services. The benefits of the policy will be paid regardless of other family health coverage which may be carried. Students should refer to the Student Handbook for further information concerning insurance.

Students are asked to report cases of illness or accident to the Residence Directors and to seek treatment through the Health Center. Further medical or special referrals that become necessary can be made through the college physician at the student's expense.

## **ORIENTATION**

Orientation sessions offer the student an opportunity to consult faculty advisers, pre-schedule for classes, meet other entering students as well as upper class leaders and consult with the directors of housing and financial aid. This early planning permits a smoother transition between high school and college. For these reasons all new students are requested to attend and participate in orientation activities. Transfer students are also invited.

## **RECORDS**

A record of each student's academic progress is maintained by the College under the direction of the registrar. Faculty advisers, counselors, and heads of departments use the services of the centralized Records Office when assisting students on educational and vocational matters.

In addition, students consult the Records Office on matters relating to

their academic record and requests for transcripts. Since the College maintains a centralized records system, student records are kept highly confidential and transcripts are not sent to interested persons unless the Registrar has secured the written consent of the student. With the exception of the first transcript, students are charged \$1.00 for each transcript request.

Students also consult the Records Office on matters of eligibility to graduate. They use the services of the Scheduling Office on matters relating to academic advising, course scheduling, and registration.

Students who have previously had student deferments and wish to retain the student deferment status must, at the beginning of each academic year, fill out that portion of the Student Information form reserved for that purpose, or personally notify the Records Office, requesting that they send the Selective Service Board the form SSS 109 confirming the student's status. To maintain his deferment, a student must be pursuing a full-time course of study—12 or more credit hours. No deferments are being issued to new students.

## **RELIGIOUS AND SPIRITUAL LIFE**

Since the community has almost every denomination represented, the College and the York County Council of Churches cooperate to fulfill the spiritual needs of students. During Registration, students complete forms voluntarily as to their religious preference. The information is then distributed to the appropriate denomination by the Council of Churches. For the most part, the religious organizations offer both a variety of community programs and assistance with personal problems related to religious and spiritual matters.

## **RESIDENCE HALLS**

All single students of freshman and sophomore standing not living at home with immediate members of their own families are required to live in the college residence halls regardless of age or classification. When campus facilities are full, students may request permission from the Housing Office to live in off-campus housing. All students living on campus or in authorized off-campus housing are required to purchase their meals through the college food service.

## **CONDUCT AND DRESS**

Students at York College are expected to dress and conduct themselves according to the rules of good taste. Guidelines for dress and conduct are contained in the Student Handbook. Students are expected to know what these regulations contain.

## **AUTOMOBILES**

Resident students, with the exception of first-semester freshmen, are permitted to have motor vehicles in the York area if they have achieved a cumulative grade point average of 2.00, register the vehicle in the college Business Office within one week of their arrival on campus, and maintain the vehicle in a designated campus parking lot at the student's risk. Motor vehicle registrations and parking permits are secured through the Business Office upon the payment of \$10.00 per semester.

Students who request exceptions to these regulations are expected to present their case to the Dean of Student Affairs in writing prior to coming to the college. The letter must be countersigned by parents if the applicant is under twenty-one.

All commuting students must register their vehicles at the Business Office. No charge is made for this service. Identifying stickers entitle commuting students to on-campus parking.

## **STUDENT ACTIVITIES**

A vital aspect of student life involves participation according to his or her interests and abilities in student government; academic, social, and special interest organizations; intramural and intercollegiate athletics; and student center activities. A diversified program is planned each semester by the Director of Student Activities, whose office is located in the Student Center.

## **PUBLICATIONS**

*THE YORK SCENE*—a quarterly newsletter dealing with college activities and projects as they involve faculty, students, members of the community and alumni.

*DAILY BULLETIN*—a single sheet publication dealing with the activities of the college, both faculty and students, on a daily basis. The publication is available in several of the college buildings at 9 a.m. daily.

*STUDENT HANDBOOK*—an annual publication by the Student Senate and the College administration. It contains information about rules and regulations for student conduct while on campus, the administration of department matters, and the constitution of the student government organization. Students are urged to become familiar with this publication and its contents.

*THE HORIZON*—The College Yearbook published annually by representatives of the student body in cooperation with a faculty adviser. The yearbook staff is formed in the spring of each year. Membership is open to all interested students.

*THE SPARTAN*—The Spartan is the official newspaper of the student body. Published by a student staff, The Spartan is printed weekly except during vacations and term breaks. Staff positions are available to student in newswriting, production, advertising, proof-reading, photography, art, and typing. Any student may contribute to the paper, even if he is not a regular staff member. The Spartan is financed through the Student Senate.

## **COMMUNICATIONS**

WYCP (Campus Radio Station)—operates from the Student Center from the hours of 3:00 p.m. to 1:00 a.m., Sunday through Thursday with programming emphasis in the following areas: Music, news, and weather. It is completely operated by students who instruct others in the management and engineering of the radio station.

## **ORGANIZATIONS**

The clubs and organizations on the York College campus are composed of students who feel a particular desire to associate themselves with others of similar interest.

There are several types of organizations at the present time—honor, social and service, and interest groups. Each student is encouraged to participate in one of these areas.

## **Honorary**

**SENIOR HONOR SOCIETY**—The Senior Honor Society, proposed by the Student Senate in the fall, 1971, was established to honor members of the senior class of York College who have achieved a minimum cumulative grade point average of 2.80, and who have demonstrated continuing leadership and involvement in extra curricular and/or community activities while at York College. Not more than five percent of the senior class is eligible to be elected to the society each spring.

## **Social and Service**

**CHI GAMMA IOTA (Veteran's Fraternity)**—The fraternity plans service projects, fosters good citizenship, and promotes friendships and good scholarship among campus veterans. To be eligible for full membership, a student must be a U. S. armed services veteran with an honorable discharge. Social and associate memberships are open to all York College students and staff.

**LAMBDA SIGMA CHI (Social Sorority)**—All women at York College will be extended an invitation to join the sorority at the beginning of each semester. The purpose of Lambda Sigma Chi is to provide school and community service; to encourage shared interests and to develop close friendships among the female students on campus.

**MU ETA KAPPA**—Mu Eta Kappa is a men's social club. Its purpose, as set up in its Creed, is betterment of self, the college, and the community. Membership is open to all men at York College.

**TAU SIGMA SIGMA**—Tau Sigma Sigma is a men's social and service organization designed to initiate and promote programs and activities, which may be of mutual interest to its membership and to York College. Membership is open to all men who reside on a common floor of the residence hall; to previous members in the organization, and to nonresidents voted into honorary membership.

**UPSILON ALPHA SIGMA**—Upsilon Alpha Sigma, a newly organized sorority, promotes numerous service projects within the college and community. The sorority hopes to develop close ties among the sisters and promote a general feeling of understanding and good will. An invitation

for membership is extended to all York College women at the beginning of each semester. The organization is open to those who wish to make friends and to help others.

### **Interest Groups**

**AFRO-AMERICAN CLUB**—The Afro-American Club is a service group organized to provide unity and leadership to students who are interested in stimulating and educating other students and the community on topics concerning black people. The organization is open to all students.

**ALPHA DELTA KAPPA (History Club)**—Through seminars, forums, discussions, visiting lecturers and field trips, club members explore developments in all phases of history and contemporary world problems. The organization is open to all York College students.

**ALPHA RHO SIGMA**—Alpha Rho Sigma is the engineering society, founded in the autumn of 1948. Any male student who is registered in an engineering course is eligible for membership. The purpose of the society is to further the knowledge of the members in accordance with their engineering interests and to promote friendship among its members. The meetings consist of lectures by members of the engineering profession. Occasional field trips provide interesting aspects of modern engineering problems.

**ALUMNI ASSOCIATION**—All graduates of York Junior College and York College of Pennsylvania automatically become members of the Alumni Association. The purpose of this organization is to keep classmates in touch with each other after graduation and to act as a link between the College and the local community.

**BOOSTER CLUB**—This organization is designed to formulate, organize and promote spirit and participation in all college activities, especially intramural and intercollegiate sports. Members will be involved in all phases of student extra-curricular life, providing publicity, consultation and support wherever needed. Membership is open to all York College students.

**COLLEGE CONCERT BAND**—open to students who qualify through audition. The band performs at various campus functions and at off-campus community affairs. It also performs on tour with the College Concert Choir. The band rehearses two hours per week throughout the year.



**CONCERT CHOIR**—The Concert Choir is a carefully selected group of approximately 40 singers who represent the College in choral concerts. This organization is open to students who pass the necessary auditions. It offers a wide variety of choral experience with emphasis on musicianship and vocal techniques. At least two public performances are scheduled on campus each year. A Spring Tour is one of the activities of the choir and participation is a requirement for membership. The Choir rehearses three hours per week throughout the year.

**FISCHER'S FRATERNITY (Chess Club)**—Fischer's Fraternity is a chess organization designed to stimulate chess activities on the York College campus and in the community. The fraternity has been named after the world famous grandmaster, Bobby Fischer, whose efforts have stimulated chess activities throughout the world. Membership is open to all students, faculty, and staff of York College. Individual and group instruction is given. The York College Chess Team is organized through this fraternity, and the team competes in matches with surrounding colleges.

**FORENSICS CLUB**—the purpose of the club is twofold: to further forensic activity at York College and in the community, and to provide experience, both as participants and observers, in area competitive speech tournaments. Several trips are scheduled each year.

**FUTURE SECRETARIES ASSOCIATION**—This is a student organization whose purpose is to provide educational and social activities for prospective secretaries. It is sponsored by the York National Secretaries Association (International) Chapter. Membership is open to all secretarial majors.

**GERMAN CLUB**—This organization aims to stimulate an appreciation of the German language, culture and people, through activities and programs that further student interest. It is open to all students of the German language.

**INTERNATIONAL AFFAIRS CLUB**—This organization promotes factual and pertinent information about non-Western people, their history, culture, problems, and aspirations, through a better understanding of their ethnic, religious, political, and geographical backgrounds. Membership is open to any interested York College student.

**LAMBDA ALPHA EPSILON**—Sigma Delta Rho is a chapter of Lambda Alpha Epsilon, Professional Criminal Justice Fraternity. Membership is open to all police science and corrections majors, both men and women. Activities include public service projects, prominent guest speakers, field trips, and competitions with other chapters. The purpose of the fraternity is to foster professionalism within criminal justice and to promote public awareness of criminal justice problems.

**MASKED MEDIA PLAYERS (Dramatic Society)**—This is a student organization whose purpose is to promote an appreciation of good drama and to offer students an opportunity to take part in worthwhile plays. Major productions are offered each semester plus occasional television productions and oral readings. It is open to all students.

**PHOTOGRAPHY GUILD**—The Guild provides an opportunity for students interested in photography to display original photographs both in local club contests and intercollegiate exhibits.

Courtesy of Patriot-News Co.





**PSYCHOLOGY-SOCIOLOGY SOCIETY**—This organization is open to all students who are interested in sociology, psychology, and social work. Meetings are held twice a month to discuss subjects of interest or to hear speakers on recent research activities.

**SOCIETY FOR THE ADVANCEMENT OF MANAGEMENT (SAM)**—The Society for the Advancement of Management seeks to provide a bridge between the theoretical training of the college and the practical world of business by bringing together business executives and management majors. The club serves as a medium of exchange of information in management and industry, and provides students with an opportunity to participate in planning and directing the activities of such an organization.

**STUDENT DEMOCRATS CLUB OF YORK COLLEGE**—The Student Democrats Club seeks to promote responsible youth involvement in the political process. The club supports Democratic candidates for office and is actively involved in voter registration.

**STUDENT EDUCATION ASSOCIATION**—The Student Education Association seeks to develop an appreciation for the teaching profession, to

provide leadership training, and to stimulate personal growth for students preparing for teaching careers.

**TAE KWON DO CLUB**—Men and women of York College are invited to participate in an activity which meets monthly in the gymnasium. They are also given the opportunity to work on their own to develop their skills in Karate. The various graduated steps and awarding of belts are a part of the group's activities.

**VARIETY CLUB**—The Variety Club presents programs by student entertainers for children in orphanages and people confined to hospitals and convalescent homes. Membership is open to all interested persons.

**VARSITY Y CLUB**—The purpose of the Varsity Y Club is to act as a service organization for campus and civic activities. Membership is confined exclusively to students who have earned a letter in varsity sports.

**YORK COLLEGE SKI CLUB**—The Club gives students interested in skiing an opportunity to discuss their interest and to benefit from special group rates offered at ski areas.



## **ATHLETICS**

The sports program at York College is modest in nature and is geared to student interests and needs. The program is intended to be a supplement to the educational offerings by making it possible for all interested students to engage in and witness sports of their own choosing. It must be emphasized, however, that academic achievement must take precedence over athletic contests or training sessions.

It is recognized that all students will not possess the athletic skills to enable them to meet varsity level competition. For that reason, the athletic program is developed along two lines, intercollegiate and intramural.

### **Intramural Sports**

**WOMEN**—For women there is an intramural program that provides opportunity to participate in field hockey, volleyball, basketball, softball, and bowling as team sports or ping pong, badminton, archery, swimming or tennis as individual sports.

**MEN**—Male students can enjoy competitive participation in intramural sports such as touch football, volleyball, bowling, basketball and softball in team sports plus tennis, ping pong, wrestling, badminton, swimming, weight lifting, and track and field in individual sports.

### **Intercollegiate Sports**

For men interested in highly competitive intercollegiate athletics, York College offers cross country, soccer, basketball, wrestling, swimming, baseball, track and field.

For women interested in intercollegiate competition, York College sponsors field hockey and basketball as fully established parts of the intercollegiate athletic program plus a club team in swimming.

**CHEERLEADERS**—A group of 5–7 women chosen through try-outs in the fall, serve as cheerleaders during the entire year at most intercollegiate games.

## HONOR AWARDS

**HONOR SCOOP**—The Honor Scoop is awarded each year to the York College student organization which contributes the most service to the College and community. Recipient is selected by vote of the Student Senate and Academic Senate of the College.

**THE SARAH E. SPAHR AWARD** is given annually by Mrs. Philip B. Deane, in memory of Mrs. Deane's mother, to the graduating student who has compiled the highest over-all average for all subjects taken at York College. The award is made each year at Commencement.

**STUDENT SENATE SERVICE AWARDS**—To increase student participation in extracurricular activities, to promote school spirit, and to recognize outstanding service to the College, the Student Senate offers several service awards each Spring. These awards are given to those students who have made outstanding contributions to the various extracurricular activities of the College and to the community. Selection is by vote of the Student Senate and Academic Senate.

**WHO'S WHO AMONG STUDENTS IN AMERICAN UNIVERSITIES AND COLLEGES**—The annual directory of distinguished students selected from colleges and universities throughout America. Selection of nominees is conducted by campus committees and involves student, faculty, and administration participation. College juniors and seniors are eligible for nomination.

## STUDENT GOVERNMENT

### Student Association and Student Senate

All full-time students are voting members of the Student Association. The Student Senate is the executive and administrative agency of the Student Association, and thus of the student body.

The Student Senate works to foster a responsible student government and to promote beneficial understanding among the students, the faculty, and the administration.

Officers and student senators are elected by the students. Students are chosen by the Student Senate to participate on Faculty Senate committees. The members of the Student Senate invite any interested student to

participate in any of its responsibilities and functions. The Senate meets weekly with an adviser and those meetings are open to any member of the student body.

### **Hall Government**

Each resident student is encouraged to participate in the life of the residence halls through the Women's and Men's Residence Councils. (W.R.C. and M.R.C.) The two councils provide an opportunity for self-government, plan events which will add pleasure and meaning to residence hall living, and make recommendations on matters which concern resident students on campus.

### **Bookstore**

The College Bookstore is located on the ground floor of gymnasium-B. In addition to textbooks and standard academic supplies, the bookstore offers a wide variety of paperbacks for leisure reading, course outlines, imprinted clothing, jewelry, toilet articles, souvenir chinaware, stuffed animals, greeting cards, the official college ring, a fine selection of stereo records, and other interesting items.







# Admissions and Finances

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## **ADMISSIONS POLICY**

It is the policy of York College of Pennsylvania to grant admission to applicants without regard to sex, race, creed, color, or national origin. Any applicant who fulfills the basic admission requirements is given every possible consideration within the limits of our housing and classroom facilities.

The Committee on Admissions of York College endeavors to admit those students whose records indicate that they possess the qualities needed to achieve satisfactorily on the college level. They are seeking the student who sincerely wants to go to college, who is mature enough to understand the responsibilities and who will work hard to live up to them.

Applicants for admission should be graduated from an approved secondary school or have earned a state equivalency diploma. Applicants should present records of academic achievement and ability to do college work along with letters of recommendation that will attest to their character and personal outlook.

### **When and How to Apply**

Applicants for admission should write to the Director of Admissions, York College of Pennsylvania, early in the senior year, preferably September or October, asking for an application for admission form and related papers. These forms must be completed in their entirety and according to the instructions printed thereon. The application fee of \$15.00 must accompany the application. This fee is non-refundable.

Applications must be submitted no later than March 31st by those who plan to live in college residences. York County applicants are encouraged to submit their applications by August 1st in the year they plan to enter.

### **Academic Preparation**

As a general rule, the applicant's high school program should include fifteen units of study distributed as follows: three in English; two in Social Sciences; two in Mathematics, including Algebra I and II; four in Laboratory Sciences and/or Languages; and the remaining four may be in other areas of study. The applicant should rank in the upper three-fifths of his graduating class.

## Admissions Procedures

Students seeking admission to York College should follow these recommended procedures:

1. Submit an application.
2. Submit a transcript of high school grades.  
(Note: For students whose rank is in the lower half of their class, the transcript should be retained until the grades for the first semester of the Senior year can be included.)
3. A recommendation from the high school principal or his representative indicating that the applicant is apparently capable of doing college level work. (This recommendation may appear on the transcript which is sent to the College, or sent as a separate letter.)
4. Make arrangements with the high school counselor to take the Scholastic Aptitude Test of the College Entrance Examination Board by January of the senior year. Information about the examination may be obtained from the high school counselor's office or by writing directly to the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540.
5. A personal interview with the admissions director may be required for clarification. Interviews need to be scheduled in advance when they are requested or required. (All applicants are encouraged to visit the campus at their convenience to see the facilities available. Weekdays are preferable.)
6. A health history and report of a physical examination must be submitted along with the deposit payment. Forms are supplied by the College.
7. Applicants who do not register during the academic year for which they have been accepted must re-apply according to the foregoing.
8. Evening session students who are working for a degree must meet all entrance requirements by the time they have completed 12 semester hours of work.

## Acceptance

### EARLY ADMISSIONS PLAN:

In an effort to provide an opportunity for superior students to accelerate their studies, York College offers a program under which a few care-

fully selected students may be admitted to the College. To be considered, applicants must have completed the eleventh year in an accredited high school and rank in the upper ten percent of their high school classes.

Students enrolled in the program are admitted as freshmen and, upon successful completion of the freshman year, are granted a high school diploma by their high school, as well as the college credits earned.

Applicants must have the approval of their parents, high school principal and be recommended by their guidance counselor. Students interested in applying should first discuss the matter thoroughly with their guidance counselor.

**EARLY DECISION**—York College employs an early decision plan which enables well qualified applicants to complete college plans early in the senior year. The applicant's academic record must be completed through the junior year and the required College Entrance Examination Board test taken in March, May, or July prior to the senior year. Under this plan, applicants who rank in the upper half of their class will be notified as soon as all credentials have been received and evaluated.

**NOTIFICATION**—Committee action, except for early decision, occurs primarily in February, March, and April. Applicants are notified as soon as all credentials have been received and evaluated, usually by April 15 or shortly thereafter. All acceptances are granted conditional to the College being notified by the secondary school of satisfactory completion of high school and the return of the health form sent with the acceptance letter.

**CANDIDATE'S REPLY DATE**—Applicants accepted prior to February 1 are asked to signify their intention to accept admission by March 1. Those offered admission after February 1 should signify intent to accept admission within 30 days of the date of the letter granting admission.

**ACCEPTANCE DEPOSIT**—A deposit of \$200.00 is required of all freshman or transfer applicants requiring housing; a deposit of \$100.00 of applicants who will be commuting. The deposit is required by March 1 for those offered admission prior to February 1 and within 30 days thereafter. The deposit is not refundable. This deposit reserves a place in the entering class. It is applied to the second semester tuition cost.

**HOUSING**—All resident students live in College dormitories or in College approved housing. Meals are served in the College dining room.

Housing contracts are sent with the acceptance letter and should be returned along with the deposit. The Director of Housing is responsible for the assignment of rooms to accepted students by August.

### **Admission of Foreign Students**

York College welcomes applications from foreign students. In addition to fulfilling the requirements stated under Admissions Procedures, foreign students must submit satisfactory scores from the Test of English as a Foreign Language (applicants whose native language is English are excepted) administered by the Educational Testing Service, P. O. Box 592, Princeton, New Jersey 08540, U.S.A. When possible, interviews will be conducted in the applicant's homeland. It is advantageous for foreign students to apply for admission and the required testing well in advance, in order that evaluation of credentials and travel arrangements may be made.

### **Admission to Summer Session**

The summer session at York College offers the student an opportunity to accelerate his course, to enrich his program by taking additional subjects, or to make up work failed in previous semesters. Admission is open to York College students, as well as students of other colleges who have their Deans' approval, and to a limited number of special students and auditors. Students from other colleges should write to the Director of the Summer Session asking for an application form. When this is completed, including the Dean's approval, it should be returned to the Director. Others who wish to take courses during the summer session at York College, prior to their entrance as full-time students, should complete the long form which will be supplied by the Admissions Office.

A summer school bulletin giving complete information as to courses, credits, dates, and fees is available for distribution shortly after March 1. It may be obtained from the Director of the Summer Session.

### **Admission of Transfer Students**

Transfer students from two and four-year institutions are welcomed. The two-year college graduate may be admitted from an accredited college if he has a minimum grade point average of 2.00 ("C") and has pursued a college parallel program. Under these conditions the applicant will be accepted with junior class standing.

Students who are transferring from other institutions offering college level work must:

1. Submit an application form and the \$15.00 application fee. This fee is non-refundable.
2. Furnish a transcript of college work previously taken. An official transcript of all previous work is required whether a student has earned transfer credit or not, or whether a student wants transfer credit or not. Credit may be given for transfer courses in which the applicant has earned "C" or higher. If the student is in academic difficulty, he is not eligible to apply until one semester has passed.
3. Have an interview with the Director of Admissions.
4. Submit a letter of recommendation from the academic dean or dean of students of the college from which the student is withdrawing. If the student is in academic difficulty, the letter must clarify the conditions required for the applicant to be eligible for reapplication there. This letter is required to complete the student record even though he may not plan to reapply to his former college.
  - I. Students who have earned an Associate of Arts, Associate of Science, or other equivalent two-year degree, shall be accepted as candidates for a Bachelor of Arts or Bachelor of Science Degree, subject to the following qualifications:
    - a. The Associate Degree shall have been awarded by a regionally accredited institution for successful completion of college credit courses.
    - b. All students holding degrees from other institutions shall have transcripts evaluated by the Admissions Committee.
    - c. Although full credit is given for the earned degree, a student may be required to take certain additional courses not previously satisfactorily completed which are prerequisites for his chosen curriculum.
  - II. Students who are accepted in advanced standing by transfer of an Associate Degree as described in Section I above are subject to the same regulations and may enjoy the same privileges as all other full-time students with the following exceptions or qualifications:
    - a. Graduation with honors must be based on the cumulative grade point average earned during the last two full years of residence or 60 minimum credits earned, whichever is applicable.
    - b. Transfer students are eligible for financial aid at the time of Admission.

Students seeking to transfer after an unsuccessful experience at another institution should have passed at least 60% of the courses taken elsewhere. Students who have been unsuccessful at two colleges are not eligible for admission.

### **Admission of Veterans**

Students training under one of the Public Laws should apply at their local Veterans Administration office for educational benefits prior to their registration in College. They should bring with them, if possible, for registration purposes the original or supplemental letter of eligibility. Veterans may qualify for advanced standing; they should check their service schooling with the Director of Admissions.

### **Continuing Adult Education**

Recent high school graduates and other members of the community who do not wish to pursue two-year Associate Degree programs or four-year Baccalaureate Degree programs are urged to inquire about the Continuing Adult Education courses offered by the College. As a general rule, these courses are non-credit and embrace a wide range of human interests and skills. The purpose of these courses is to contribute to the growing cultural, industrial, and business needs of the area served by the College. The courses may be used to update skills, provide enrichment, and serve as an avenue through which youth and adults may engage in further study. Those interested in Continuing Adult Education are asked to call or write the Director of Evening and Summer Sessions for further information.

### **Readmission**

Any student who has not been enrolled for one semester or more must obtain and file a readmission application with the Admissions Office and be formally readmitted to the College.

### **Late Registration**

Applicants who have been admitted to the College, but for reasons beyond their control cannot register during the regularly scheduled registration period, may enroll late during the first week of the fall semester and

during the first week of the spring semester. Anyone who cannot register on time is requested to notify the Registrar's Office. A late fee of \$5.00 will be charged part-time students and \$15.00 full-time students.

### **Deferred Registration**

Normally any applicant who has been admitted and fails to register during the academic year for which he has been admitted must initiate the application procedure anew if he desires admittance at a later date. However, in the case of accepted applicants whose failure to register is due to induction into the armed services, deferment of registration may be made at the request of the student. Applications which have been deferred must be reactivated for the next academic year following the applicant's separation from the service unless such separation should take place after August 1. In this case the re-activation may be postponed until the following academic year. The tuition deposit, if it has been paid prior to the student's request for deferment, will be applied to the tuition for the first semester of the student's attendance.

### **EXPENSES**

Tuition and fees are payable prior to the beginning of each semester. No student may enter class until payment or arrangements for payment have been made. No reduction in tuition or fees is made for late registration.

The College reserves the right to change fees and charges without notice.

### **Billing and Payment Due Dates**

<b>Fall Semester:</b>	<b>Resident Students</b>	<b>Commuter Students</b>
Billing Date	July 15	August 1
Payment Due Date	August 4	August 20
<b>Spring Semester:</b>		
Billing Date	December 1	December 1
Payment Due Date	December 20	December 20



<b>Tuition</b>	<b>Per Semester</b>
Full-time students (12–18 credits per semester and all laboratories)	\$600.00
Beyond 18 credit hours, per credit hour	36.00
Part-time students (less than 12 credits per semester) per credit hour	33.00
Auditors	
Per credit hour	10.00
(In addition to the above, auditors are charged a Registration Fee of \$5.00 and a General Fee of \$5.00 which includes parking privileges.) Auditing will not be permitted in laboratory or non-credit courses.	
Credit by Examination (per course)	\$35.00

### **Fees**

Application Fee (new students only)	\$15.00
Valid only if the student registers during the academic year for which he has been accepted. Applicable only to work taken within 5 years after matriculation. Students wishing to continue to take courses beyond this period must re-apply.	
General Fee—12 credits or more (per semester)	\$31.50
Entitles student to campus parking for commuters, College Health Service, free admission to home basketball games and concerts and lectures, and use of the Student Center.	
General Fee—11 credits or less (per semester)	\$5.00
Entitles part-time student to campus parking for commuters, free admission to home basketball games, concerts and lectures, and the use of the Student Center.	
Registration Fee—All Students (Per Semester)	\$5.00

### **Special Fees**

Late registration fee	Part Time Student—\$5.00	Full Time—\$15.00
Make-up examination		\$5.00

Change of program (per change)	\$5.00
Student Senate Fee (per semester)	\$15.00
This fee is assessed by the Student Senate and collected by the College for the Student Senate.	
Scuba Diving Fee	\$10.00
Educational Measurements and Tests Course Fee	\$10.00
Applied Music (piano, organ, instrumental, vocal) (Per semester)	
½ hour per week	\$50.00
Two ½ hour periods or one 1 hour period per week	\$90.00
Student Teaching Fee (for Education majors; payable during the Spring Semester prior to enrollment in the Professional Semester)	\$50.00
Degree Fee (required of all students as follows):	\$20.00
For students matriculated in the baccalaureate program, this fee is due and payable immediately following the semester during which the student accumulates 105 credits toward graduation. For part-time students, it is due and payable following the semester during which 114 credits have been accumulated.	
For students matriculated in associate degree programs, this fee is due and payable immediately following the semester during which the student accumulates 45 credits toward graduation either from York College or as a transfer student from another institution. For part-time students, it is due and payable immediately following the semester during which the student accumulates 54 credits toward graduation.	
Laboratory Fee (part-time students only) (Per semester)	\$10.00
Applicable to the specific courses listed:	
S101, S111, S112, S113, S121, S122, S181, S182, S183, S184, S201, S202, S203, S210, S225, S231, S232, S240, S301, S302, S314, S315, M183, M185, M186, M283, M284, M286, M287, M288, M266, M267, A207, A208, A216, A219, A317, A318, A402, L121, L122, L151, L152, L181, L182	

**Resident Hall Fees**

	<b>Per Semester</b>	
	1972-73	1973-74
Room Rent*	\$225.00	\$250.00
Board	290.00	290.00
Bed and Bath Linens	14.00	14.00

All resident students are required to participate in the board and linen arrangements made by the College.

**Refund Policy****EVENING STUDENTS**

No refund of tuition and fees will be given an evening student who drops a course or courses or withdraws completely from college after the first class meeting. If an evening student drops a course prior to the first class meeting, only tuition will be refunded.

**DAY STUDENTS**

No refund of tuition, general, registration, laboratory, laundry, room, and special fees will be given a part-time or full-time day student who drops a course or courses or withdraws completely from the College in writing less than eight (8) days prior to the first scheduled day of classes.

If a resident student withdraws from college, the unused portion of his meal ticket will be refunded.

Deposits will be refunded only under the following conditions:

- a. If a student is drafted into the military service and submits evidence of this;
- b. If a student is academically suspended from the College;
- c. If a student is refused final admission after completing conditions for admission which were stipulated by the Admissions Office;
- d. If a currently enrolled student is not planning to return the following semester and files an application for Refund of Deposit with the Business Office on or before November 1 of the Fall Semester or on or before June 1 of the Spring Semester; this condition is invalid if a student withdraws or is suspended *during* the Fall or Spring Semester.

\*There are a few single rooms in the men's resident hall for an additional fee of \$100.00 per year.

- e. If a full-time student withdraws completely from the College more than one week prior to the first scheduled day of classes and has paid the charges for the semester in full.

### **Student Medical Insurance**

Students may secure, on a voluntary basis, a twelve-month insurance policy covering hospitalization and medical expenses as an in-patient. This covers both sickness and accident on a 24-hour per day basis.

Brochures describing the benefits and costs are available and will be mailed to incoming students.

## **FINANCING YOUR EDUCATION**

### **Financial Policy**

There are numerous sources upon which students may draw to finance their education. Some funds are administered by the College and others accrue to the students by virtue of Federal Government support of higher education in the form of loans, scholarships and grants-in-aid. Every effort is being made by the College to keep tuition and fees at a low level since this is in itself a form of scholarship aid to all entering students.

York College is a member of the College Scholarship Service of the College Board. Each aid applicant must supply a Parents' Confidential Statement submitted through the College Scholarship Service.

Inquiries should be directed to:

Financial Aid Officer  
York College of Pennsylvania  
Country Club Road  
York, Pennsylvania 17405

### **Qualification for Aid**

Through its general funds, scholastic endowments, annual gifts, and loan funds, the College is able to offer aid on the basis of real financial need.

To qualify for consideration, an applicant must:

- Be enrolled or accepted for enrollment as a full-time student.
- Meet any stated requirements of an individual fund.

File a completed application for financial aid, supported by three letters of recommendation.

Have paid his reservation deposit.

Application Deadline: February 15.

Announcement of Recipients: The Scholarship Committee meets at the end of the spring semester. Each applicant will be notified of the action on his application at the earliest possible date.

In order for students to qualify for scholarships and to continue on a scholarship program, a grade point average of 2.5 must be maintained.

### **Scholarships**

YORK COUNTY AGRICULTURAL SOCIETY SCHOLARSHIPS. Eight \$200.00 scholarships to male or female residents of York County; four to Juniors and four to Seniors.

YORK COUNTY ACADEMY SCHOLARSHIP. Number unspecified. Up to \$1,000 per year. Limited to men or women of York County. Renewable.

THE COLEMAN SCHOLARSHIP FUND. \$150.00 per year, granted to young men desiring to prepare themselves for the gospel ministry.

SERTOMA CLUB OF YORK SCHOLARSHIP. Two scholarships of \$500.00 per year for men or women.

YORK COLLEGE OF PENNSYLVANIA ENDOWMENT FUND. One-half tuition scholarship granted each year, male or female.

LOCAL 4407, UNITED STEELWORKERS OF AMERICA GRANT. One award of \$300.00 each year for a freshman son or daughter of a member of a local union. Renewable for 4 years.

YORK BOARD OF REALTORS SCHOLARSHIP. \$250.00 annual scholarship. Applicant must submit an essay on "Why I Want To Be A Realtor." Essay should contain from 300-500 words and be submitted to York College. Deadline is April 1. Resident of York County only.

WOMEN'S CLUB OF YORK SCHOLARSHIP. \$150.00 annual scholarship for a male or female resident of York County.

THE J. KENNETH STALLMAN FOUNDATION SCHOLARSHIP. Annual award of \$1,000 for a son or daughter of an employee of Vend, Inc. If there are no such applicants, the award will be made to a male or female resident of York County.

YORK HOSPITAL SCHOLARSHIPS IN MEDICAL TECHNOLOGY. Two \$375.00 scholarships annually to students who plan to major in medical technology. York County applicants are given first consideration.

MR. AND MRS. SAMUEL L. LEOVITZ SCHOLARSHIP. A \$300.00 scholarship for a male or female resident of York.

THE LEE JAVITCH FAMILY SCHOLARSHIP. A \$300.00 scholarship for a male or female resident of the Harrisburg, Pa. area.

THE HERBERT C. LEOVITZ FAMILY SCHOLARSHIP. A \$300.00 scholarship to be awarded to a male or female resident of the Allentown, Pa. area.

THE YORK COLLEGE OF PENNSYLVANIA FACULTY SCHOLARSHIP. A half-tuition scholarship, awarded to a student upon completion of one year at the College.

YORK COLLEGE OF PENNSYLVANIA SCHOLARSHIPS. Awarded to male or female students who have attained a high secondary school average and will enter York for their Freshman year; and awarded to York students who have maintained a cumulative average of 2.5 while in attendance at the College. The York Scholarships are also based on financial need and include awards of half-tuition or full tuition.

THE HELEN M. McNITT SCHOLARSHIP. Given by the Board of Trustees in recognition of Miss McNitt's long service to the College and her interest in young people. The Scholarship will be awarded to the male or female student majoring in English, who has attained a high secondary school average and will enter the College as a freshman. It may also be awarded to York College students majoring in English, who have maintained a cumulative average of 2.5. This scholarship is based on financial need. Full tuition.

VALEDICTORY SCHOLARSHIPS. Full tuition to York County students graduating first and second in class.

## LOANS

### National Defense Student Loans

An undergraduate student may borrow up to \$1,500 each academic year to a total of \$6,000. The repayment period and the interest do not begin until 12 months after the student ends his studies. The loans bear interest at the rate of three per cent per year and repayment of principal may be extended over a ten-year period, except that the institution may require a repayment of no less than \$15.00 per month.

If a borrower becomes a full-time teacher in an elementary or secondary school or in an institution of higher education, as much as half of the loan may be forgiven at the rate of ten per cent for each year of teaching service. York College of Pennsylvania approves, makes and collects the loans. Repayment is deferred up to three years while the borrower is serving in the Armed Forces, with the Peace Corps, or as a Volunteer in Service to America (VISTA). Repayment is deferred for as long as a borrower is enrolled at an institution of higher education and is carrying at least a half-time academic work load.

### Higher Education Loan Plan (Residents of Pennsylvania)

The Higher Education Assistance Agency was created by the Act of August 7, 1963, P. L. 549, for the purpose of improving the opportunities for higher education of Pennsylvania residents who are attending approved institutions of higher education in Pennsylvania or elsewhere in the United States.

The maximum loan is \$1,500 per academic year, with the total maximum per student being \$7,500. If the student's family adjusted income for the preceding year is less than \$15,000, the federal government usually pays the lender the interest while the student is in school and until repayment begins. If the family income is more than \$15,000 a year, the student is charged interest from the date loan proceeds are disbursed. No principal payment will be due until six months following the date the student completes his course of study or six months following the date of withdrawal from the institution in which the student was enrolled. Pay-

ments may be extended over a five-year period. Any student who wishes to apply for an Agency guaranteed loan may do so by making application at his bank in Pennsylvania. The Higher Education Assistance Agency does not make loans. It guarantees the loans made by banks from their own funds.

### **Higher Education Loan Plan (Other States)**

Many other states offer the Higher Education Loan Plan. Loans are granted to students who are residents of a state but who might be attending college in another state. Interested students should contact the office of the Higher Education Assistance Agency in their own state.

### **Anna Weiser Croll Schellhamer Loan Fund**

This loan was established by Dr. William H. Schellhamer, 1909 graduate of York County Academy, in memory of his wife. It is available to residents of York or York County, without regard to race, creed or sex. Recipients will be selected on the basis of character, need, and ability to profit by further college training. In order to protect the fund, the borrower must furnish an insurance policy for the amount of loan, payable to the Loan Fund. Loans are payable within 10 years, without interest.

## **GRANTS**

### **Federal Educational Opportunity Grants**

York College of Pennsylvania awards Federal Educational Opportunity Grants to a limited number of students with exceptional financial need who require these grants to attend college. This program was authorized by the Higher Education Act of 1965 and began its first year of operation in the fall of 1966.

The amount of financial assistance a student may receive depends on his needs, taking into account his financial resources, those of his parents, and the cost of attending the college of his choice. Grants range from \$200 to \$1,000 a year.

Providing a student qualifies for an Educational Opportunity Grant, the amount of this grant must be matched by either an independent scholarship of a like amount or a National Defense Student Loan of a like amount.



## **Federal Work-Study Program**

This program was established by the Economic Opportunity Act of 1964 and was transferred to the United States Office of Education by the Higher Education Act of 1965.

Under the Work-Study Program, full time students are assigned responsibilities for the full academic year. Students work ten hours each week and may earn a maximum of \$240.00 per semester.

Work-Study has been of particular interest to many students and has become one of the most attractive ways to help in the payment of college expenses. If the assignment to a Work-Study Program should not sufficiently meet the financial needs of a student to attend York College, a "package of aid" (consisting of a combination of work, loan or scholarship) may be awarded in order not to place an undue hardship upon the student or his family.

## **DEFERRED PAYMENT PLANS**

### **Tuition Plan**

Arrangements have been made with THE TUITION PLAN, INC., New York City, to finance student education under the budget plan whenever financing is needed. The Tuition Plan is a convenient way to pay tuition and other academic fees out of regular earnings on a monthly basis. This plan may be set up on a variety of payment schedules. Life insurance is furnished on plans in excess of one year and the parent or legal guardian must sign the agreement.

### **Education Funds, Inc.**

For students and their parents who desire to pay tuition, room, board, and fees on the installment basis, the College offers the opportunity to budget all or any part of the annual expenses in eight (8) installments beginning June 1 of each year at a cost of only \$25.00 a year.

The College has made arrangements with Education Funds, Inc.—Fund Management to provide this service. You will receive an application in the mail prior to May 1. If you wish to use the service, you must mail completed application and check for \$25.00 to EFI-Fund Management

prior to initial starting date. They will bill you in 8 equal installments for the amount you indicated on the application. The total cost of this plan is \$25.00; there are no other costs.

### **Law Enforcement Education Program**

Under the Federal Omnibus Crime Control and State Street Act of 1968, loan funds up to \$1,800 per academic year are available to students enrolled and pursuing a Law Enforcement Program within the area of an associate degree or baccalaureate degree. These loan funds may be cancelled at the rate of 25% per year. A student, after completion of four full years of employment with any listed Law Enforcement Agency, may earn complete forgiveness of this loan. Availability of these loans depends on appropriations received from the Justice Department.

For further information, contact the Business Manager or Financial Aid Officer.

Further information regarding The Tuition Plan may be obtained from the business office.

### **Bank Plan**

Arrangements may be made with National Bank and Trust Co., York, Pa., also York Bank and Trust Co., for an insured loan, which permits the payment of tuition and academic fees in three equal installments during the First Semester and in four equal installments during the Second Semester.

Further information and application for a bank loan may be secured from the business office.

### **Gaston I. Sweitzer Book Fund**

The Gaston I. Sweitzer Book Fund was established by Mrs. Sweitzer and is designed to assist needy students in the purchase of their textbooks. Interested students should make application for resources from this fund, up to a maximum of \$50.00 for any academic year.

Mr. Sweitzer was a member of the graduating class of York Collegiate Institute, a forerunner of York Junior College, which was a forerunner of York College of Pennsylvania. He was graduated in the class of 1907. His memory is being perpetuated through the establishment of this fund.





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## **Grades and Grading 58**

Absence from Examinations / Academic Standards Committee / Auditors  
Grading System / The Grade Point Average / Honors List  
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Reinstatement / Transfer / Notice of Unsatisfactory Work / Withdrawal from Classes  
Withdrawal from College

## **GENERAL REQUIREMENTS**

### **Attendance Policies**

Students are expected to be in attendance at all meetings of their scheduled classes. The student is responsible for all work of the course unless specifically exempted by the instructor. It is recognized that some absences may be necessary or unavoidable. In the event of absence, the students should inform the instructor of the reason for the absence. Failure to do this will be equated with an "unexcused" absence. Unexcused absences exceeding the number of class meetings weekly may be considered a basis of dropping a Freshman from the course with a grade of "0." Official College activities, substantiated illnesses, or personal emergencies will be considered as satisfactory excuses. Students who present satisfactory excuses will be permitted to make up work missed without prejudice to class standing or grade. Make-up of class work missed through unexcused absences will be at the discretion of the instructor. The responsibility for initiating action to make up work rests with the student.

### **DECLARATION OF AN ACADEMIC MAJOR:**

All students must file the Declaration of an Academic Major form prior to entering the Junior year. This form is available in the Registrar's Office. Any student who fails to declare his major after completing 60 semester hours will be classified as a "Special Student" and a Non-degree Candidate.

1. A student whose grade point average at the end of his sophomore year is 2.0 may apply for a major and is automatically accepted in the academic department of his choice. He may continue in his department until his grade point ratio drops below 2.0, at which time his case will be reviewed by the Academic Standards Committee, which will offer a recommendation to the Academic Dean.
2. A student whose grade point average is under 2.0 and has amassed 60 credit hours will be registered as a "Special" student until his average is brought up to the 2.0 point level. It is understood that some credits taken by the student while his average is below 2.0 may not count toward his major when he is able to select one.

## **Change in Major**

Students wishing to change their major must fill out a Change of Curriculum form which is available in the records office. This form must be approved by the Department Chairmen involved.

## **Repeated Course**

Any student who has completed a course at York College with a grade of either "1" or "0" will be permitted to repeat this course at York College. In this case he will be given credit for the credits earned and the quality points earned on the basis of the results of the higher grade of the two. However, both grades will be shown on the student's permanent record.

## **Awarding of a Second Degree**

A student holding an Associate or Baccalaureate Degree from an accredited college may pursue courses at York College leading toward a second degree (either Associate or Baccalaureate) provided that the following conditions are met:

1. The candidate must meet the departmental requirements established for the major as published in the College Catalog. The Department Chairman will review the student's academic record and indicate the additional courses that will be necessary to complete the degree requirements.
2. The candidate must complete a minimum of the last thirty semester credit hours of the major at York College.

## **Evening Classes**

Courses are scheduled in the evening session for those who find it impossible to attend College during the day. Courses given in the evening session are similar in content and coverage to those given in the day session and carry the same credits. In addition, there are a number of non-credit courses offered for training or enrichment in specific subject areas. As a rule, evening session students enroll for a maximum of two courses.

Generally, a student may complete the entire requirements for both the Associate and Bachelor's Degree by attendance in the evening.

Guidance and counseling services are available to evening students. Those interested should make an appointment with the Director of the Evening Session.

## **Examinations**

Examinations are held near the middle and at the end of each semester, with frequent tests at other times. The end of semester examinations are generally designed to cover all of the material discussed in the courses. Students found guilty of academic dishonesty will receive a grade of "0" and may be suspended from the college. Students are expected to have completed all of the examinations offered in the course before credit can be received.

## **REGISTRATION AND SCHEDULING**

### **Academic Counseling**

Through the Department system, faculty members are called upon to give academic counseling to those students who require it at any time during the academic year, but especially prior to registration periods. In addition to the academic advisers, there is a full complement of counselors trained in student affairs work who will be able to assist the student in solving his academic problems as well as those problems that may be economic or social in nature. All students are urged to become acquainted with the Student Affairs Division and to visit the counselors whenever they are in need of help.

### **Adding and Dropping a Course**

If a student wishes to add a course beyond the normal load, he must have the permission of his Department head and the Dean of Academic Affairs. The actual change is made through the Registrar of the College, whose office is located in the East Wing of the Administration Building, lower level.



A student who wishes to drop a course should report to his Adviser, who will offer advice and counsel on the wisdom of the student's decision and see that appropriate procedures are followed.

### **Advanced Placement**

Advanced placement and college credit may be granted to entering students who perform satisfactorily on the College Board Advanced Placement Examinations, or the Achievement Test of the College Entrance Examination Board or the College Level Examination Program, or other proficiency tests as may be allowed by the Dean of Academic Affairs of the College and the chairman of the department in which advanced placement is sought. Likewise, any student who has matriculated and by virtue of previous experience, training, and background believes that he has sufficient knowledge to pass a course by examination shall, upon petition to the appropriate department chairman, be given a suitable examination for the course desired.

The following regulations apply to students who earn credit and/or advanced standing.

1. The department chairman or the student may initiate procedures resulting in credit or advanced standing for a course.
2. College credit will be granted to entering freshmen who earn scores of 3, 4, or 5 on the individual subject tests of the College Board Advanced Placement Examinations.
3. Credit will be granted for a score of 50 or more on the objective portion of the single subject examination of the College Level Examination Program Test along with departmental approval of the essay portion of the examination. If essay tests are not available through C.L.E.P., the applicant will be administered an appropriate departmental examination.

Up to thirty (30) credit hours may be granted for satisfactory scores on the General Examination of the College Level Examination Program. No more than six (6) credits shall be granted for any one of the five tests in the battery. The department chairmen will determine the acceptable score. In the case of English Composi-

tion, proficiency indicated by the objective test must be validated by the completion of a sixty (60) minute essay-type test administered at York College by the English Department.

4. Courses for which credit and/or advanced placement has been granted will be noted on the permanent record and will represent credit for, or a waiver of, a specific course whichever is appropriate.
5. The maximum number of credits which any one person may earn by advanced placement and/or credit by examination is 30.
6. The granting of advanced standing only will not affect the total credits necessary for graduation.
7. The department chairman and Dean of Academic Affairs will determine what is a satisfactory score on performance tests used by the College other than the College Board Advanced Placement Examination and College Level Examination Program.

### **Credit by Examination:**

1. All applications for examination should be made in writing to the appropriate department chairman.
2. A student may not challenge any course required for graduation during the last semester.
3. Credit earned in the program of credit by examination, 2 level work or better, shall be recorded together with quality points on the permanent record.
4. The maximum number of credits which any one person may earn by credit by examination and/or advanced placement is 30.
5. Examinations shall be prepared at the direction of the Dean of Academic Affairs in conjunction with the department chairman or appropriate instructor or instructors and are normally not less than three hours in length.

### **Independent Study**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regu-

lar class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. A student who wishes to elect an independent study course and who meets the requirements is instructed to complete, with his faculty sponsor, an application form that describes precisely the nature of the project.

### **Normal Credit Load**

The normal credit load for each semester is fifteen (15) hours plus Physical Education.

### **Registration**

All students will be notified when to come to the College to register for their classes. This is usually a two-day period immediately preceding the beginning of classes and represents a time when students pick up their class cards, pay necessary fees, purchase textbooks and prepare to attend formal classes.

The registration period is not a time for guidance and counseling in depth. Students are urged to see their major adviser or counselors in the Student Affairs Division during the semester or summer prior to the registration period. In this way they can work out programs of study to insure that graduation requirements will be met and that they are making normal progress toward degrees.

Evening Session registration is held according to a schedule developed by the Dean of Academic Affairs. At that time, the student may select his course with competent assistance by faculty advisers and counselors from the Student Affairs Division.

### **Summer School Load**

Students who wish to attend Summer Session, whether to make up work or to enrich their program of studies, will generally take a maximum of six credit hours for each six-week session. Under special conditions, a student may be allowed to take a maximum of eight credits in any one six-week session, depending upon his academic competence and on the advice of his adviser or the Director of Summer Sessions.

## GRADES AND GRADING

### Absence from Examinations

Students are expected to have completed all examinations offered in each course. A fee of \$5.00 is charged for each examination to make up grades if Incomplete and for examinations given outside the final examination schedule.

If a student misses an examination, for an excusable reason, it is his responsibility to arrange with his instructor for the make-up.

### Academic Standards Committee

The Academic Standards Committee of the College is responsible for making recommendations regarding matters of an academic nature, including criteria for admission, probation and suspension of students, and a review of cases which cannot be properly handled by fixed rules. The committee may make recommendations concerning disciplinary action when academic matters are involved, if requested to do so by the Dean of Academic Affairs.



## Auditors

Students or members of the community who wish to audit a class will be accommodated after full-time students have enrolled for the various classes by paying a nominal fee, as shown in the Tuition and Fees section. The regulations affecting auditors are these: no attendance is taken; no assignments are made or papers corrected; no examinations are taken; and no credits are given.

Changes from credit to audit or vice versa are not permitted after the third class session.

## Grading System

The grading system at York College has a range of 4.0 to 0 grouped as follows:

Grade	Description
4	Excellent
3	Good
2	Average
1	Passing (minimum)
0	Failing Course
Ic	Incomplete (Must be made up within two calendar months, or student receives grade of 0)
P-F	Designated courses will receive the grade of "P" or "F". Credit hours in a course receiving a "P" (Passed) will be noted under credits passed and will count toward graduation. These courses will not carry Quality Points.
Au	Audit No credit
WP	Withdrew Passing
WF	Withdrew Failing; Averaged as Grade 0
W	Withdrew from school during first eight weeks.

## The Grade Point Average

The grade point average is computed by multiplying the hours of credits in a course by the grade earned for all courses completed and dividing the total number of points by the total number of credit hours completed.

Example: A student carrying 15 credit hours and receiving for his first term's work the following grades would have a quality point average of 2.0. The third subject (0 grade) would have to be repeated to get credit for that subject.

	Credits		Grade		Q. P.
1st subject	3	x	1	=	3
2nd subject	3	x	4	=	12
3rd subject	3	x	0	=	0
4th subject	3	x	2	=	6
5th subject	3	x	3	=	9
	<hr/> 15				<hr/> 30
Grade Point Average	30	÷	15	=	2.0

## Honors

At the end of each semester, the Dean of Academic Affairs will publish a list of students carrying at least twelve academic credit hours exclusive of Physical Education whose semester grades average 3.5 or better.

The student will be eligible for graduation honors based upon his academic college record (this would include the previous record of transfer students). The transfer student would be eligible, but must have completed a minimum of 60 credit hours of academic work at York College. The honors will be awarded on the basis of the cumulative grade point average of all college work.

1. Summa Cum Laude—Graduates attaining a 3.9 or higher
2. Magna Cum Laude—Graduates attaining a 3.6 or higher
3. Cum Laude—Graduates attaining a 3.3 or higher.

## Incomplete Work

A student may receive an "Incomplete" for a course when illness, family tragedy or similar difficulty makes it impossible for him to complete the requirements of the course. A written request for an "Incomplete" must be submitted through the instructor to the department chairman prior to the end of the course. This work must be completed within two calendar

months from the time the incomplete grade was given or the student will automatically receive a grade of 0.

### **Probation and Suspension**

A student's academic work will be considered unsatisfactory whenever his cumulative quality point average falls below 2.00. The academic records of all such students will be examined by the Dean of Academic Affairs at the conclusion of each semester to determine whether students in academic difficulty should be allowed to continue on a probationary basis or be suspended from further study. Students who are suspended for academic reasons and who desire to submit extenuating circumstances for consideration, may appeal in writing to the Academic Standards Committee for their recommendation. The following criteria are suggested as guidelines for the Dean of Academic Affairs' action:

1. A first semester student (12–23 hours carried) whose cumulative average is below 1.6 will be placed on academic probation.
2. A second semester student (24–35 hours carried) whose cumulative average is below 1.7 will be placed on probation or may be suspended if previously on probation.
3. A third semester student (36–47 hours carried) whose cumulative average is below 1.85 will be placed on probation or may be suspended if previously on probation.
4. A fourth semester student (48 or more hours carried) will be placed on probation if he fails to attain a cumulative average of 2.00; if previously on probation, he may be subject to suspension.
5. A student with junior standing (60–89 hours completed) or a student with senior standing (90 hours or more completed) will be placed on probation at any time his cumulative average drops below 2.00 and may be subject to suspension if it reaches 1.85 or less.
6. To qualify for Baccalaureate graduation, a student must earn an average of 2.00 or better in the minimum number of subjects specified in his departmental major.
7. Any student whose cumulative average falls below 1.2 may be suspended.

**Reinstatement**

Students suspended for academic reasons who desire readmission should petition the Admissions Office for conditions under which they may be readmitted.

**Transfer**

Any student who has been admitted to York College by transfer of college credits from any other collegiate institution while on probation or academic suspension will be subject to the same standards for scholarship stated in the previous section on Probation and Suspension.

**Notice of Unsatisfactory Work**

Not later than the middle of the semester, each student who is doing unsatisfactory work in any course will receive a written notice to that effect and a copy sent to his parents. Unsatisfactory work is defined as that which warrants a grade of less than "2". He must then report to his instructor and adviser for guidance in improving his work.

**Withdrawal from Classes**

The last date for dropping a class with a "W" shall be one week after the mid-term grades are due in the Registrar's Office.

No student may drop courses during the final week of the semester.

**Withdrawal from College**

To sever his connections with the college before the end of the semester, a student must apply for withdrawal in the office of the Dean of Student Affairs. A student who ceases attending classes without completing his formal withdrawal receives grades of "0" in all courses for which he is registered, and he remains responsible for any financial obligations he has contracted.

When a student withdraws before the end of the term, or is suspended or expelled, no refund will be made.



# Programs of Study

## **The Baccalaureate Degree 64**

General Requirements / Graduation Requirements / The Freshman Year

## **Baccalaureate Degree Program 67**

Accounting / Art / Business Education / Behavioral Sciences / Biological Sciences  
Elementary Education / Secondary Education / English / History and the Social Sciences  
Humanities / International Studies / Management  
Marketing / Medical Technology / Medical Records Science / Music  
Police Science and Corrections / Psychology / Sociology

## **The Associate Degree 82**

Graduation Requirements

## **Associate Degree Program 82**

Accounting / Art / Chemistry  
Executive Secretary / Engineering / Language  
Management / Marketing / Mathematics / Medical Secretary / Music / Philosophy  
Physics / Police Science and Corrections / Political Science  
Retailing / Respiratory Therapy

**Leading to the Baccalaureate Degree:**

Accounting	Medical Technology
Art	Music
Behavioral Sciences	Police Science and Corrections
Biology	Psychology
Elementary Education	Sociology
English	Secondary Education:
History and the	Business Education
Social Sciences	Accounting—Marketing
Humanities	Secretarial
International Studies	Biology
Management	English—Communications
Marketing	Social Studies
Medical Records Science	

**Leading to the Associate Degree:**

Accounting	Management	Physics
Art	Marketing	Police Science
Chemistry	Mathematics	and Corrections
Engineering	Medical Secretary	Political Science
Executive Secretary	Music	Respiratory Therapy
Language	Philosophy	Retailing

The program at York College is organized for academic and administrative purposes into the following eight departments: Behavioral Sciences, Biological Sciences, Business Administration, Education, English, History and the Social Sciences, Humanities and Fine Arts, and Physical Sciences.

York Hospital School of Nursing students are also York College students for a portion of their educational programs. Selected college credit courses from the Arts and Sciences curricula are a part of the requirements of the diploma program of York Hospital School of Nursing. Upon completion of the program, graduates are eligible to write the licensing examination of the Pennsylvania State Board of Nurse Examiners and to become a Registered Professional Nurse. Graduates of the York Hospital School of Nursing who wish to complete the requirements for a Baccalaureate Degree in Nursing may offer these York College credits for transfer to the college or university of their choice.

The curriculum in Respiratory Therapy is operated cooperatively with St. Joseph Hospital in Lancaster. Students who are accepted for the Respiratory Therapy program by St. Joseph Hospital may work simultaneously for the certificate in Respiratory Therapy and eventual certification as a Respiratory Therapist as well as the Associate of Science degree at York College.

## GENERAL REQUIREMENTS

General requirements and recommended curricula for each of the degree programs are shown on the following pages. Students should meet with their faculty advisers as soon as possible after entering College in order to plan a program that will meet the general graduation requirements, specific requirements for their major and to select appropriate electives. Some modifications of the general requirements apply to programs that include advanced placement and those designed for special purposes such as professional certification.

## THE BACCALAUREATE DEGREE

### Graduation Requirements

Students who meet the following requirements for graduation will be eligible to receive the Bachelor of Arts or the Bachelor of Science Degree, depending upon the curriculum completed:

1. Have successfully completed at least 120 credit hours (plus 4 Physical Education credits). The last 30 of these must be earned at York College.
2. Have a cumulative quality point index of at least 2.0.
3. Have a satisfactory record of behavior.
4. Have satisfied curriculum requirements as follows:

A. General Requirements	Semester Courses
(1) Communication Skills	3
English Composition	(2)
Speech	(1)

	<i>Semester Courses</i>
(2) Mathematics	2
(3) Laboratory Science	2
(4) Humanities and Social Science	7

Minimum three semester courses chosen  
from at least 2 subjects in each area:

**Humanities:**

Art  
Literature  
Music  
Philosophy  
Religion  
Theatre Arts

**Social Sciences:**

Anthropology  
Economics  
Geography  
History  
Political Science  
Psychology  
Sociology

(5) Foreign Culture	4
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May be fulfilled in any combination  
of Foreign Language and/or Intercultural  
Studies, or Advanced History with content  
on Foreign Culture. Successful completion  
of the second year of a foreign language  
satisfies this requirement.

- B. The remaining credits to complete the program will be selected  
by the student in his major area of study and as elective courses  
with the advice and consent of the chairman of his major  
department.
5. A student may not participate in a Commencement Exercise until  
he has completed all the requirements for a degree.

### **THE FRESHMAN YEAR**

Most students enrolled in a baccalaureate degree program will take essentially the same courses during the first year. These subjects have been carefully chosen to provide a general educational background appropriate for continued progress in their sophomore, junior and senior years. See detailed programs on following pages for guidance in specific areas, especially for associate degree programs.

**BACCALAUREATE DEGREES****ACCOUNTING****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Elementary Accounting	6
Business Organization & Management	6	Humanities Elective	3
English Composition	6	Foreign Culture	6
Foreign Culture	6	Statistics	3
Mathematics (S163-164 recommended)	6	Physical Education	2
Physical Education	2	Principles of Economics	6
Social Science Electives	6	Laboratory Science	6-8
	<hr/>		<hr/>
	34		32-34
 Junior Year	 Credits	 Senior Year	 Credits
Accounting Electives	6	Advanced Accounting & CPA Problems	6
Business Law	6	Business Electives	9
Communications and Report Writing	3	Management Seminar	3
Humanities Elective	3	Electives	9
Speech	3	Humanities Elective	3
Intermediate Accounting	6		
Data Processing	3		
	<hr/>		<hr/>
	30		30

**ART****Bachelor of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Social Science Electives	6
Social Sciences	6	Foreign Culture	6
Mathematics	6	Basic Color & Design	3
Foreign Culture	6	Advanced Color & Design	3
Art Appreciation	3	Drawing I and II	6
Music Appreciation	3	History & Appreciation of Art I and II	6
Physical Education	2	Physical Education	2
	<hr/>		<hr/>
	32		32

Junior Year	Credits	Senior Year	Credits
Speech	3	Survey of Oriental Art and Thought	3
Humanities Elective	3	Contemporary Art Trends	3
Laboratory Science	8	Humanities Electives	6
Beginning Sculpture	3	Art Major Seminar	3
Advanced Sculpture	3	Social Science Elective	3
Painting I and II	6	Electives	12
History & Appreciation of Art III	3		
Social Science Elective	3		
	<hr/> 32		<hr/> 30

Students majoring in Art must complete 18 credits in Appreciation, History, and Theory of Art from the following: A201; A202; A301; A302; A405; A406, and 15-18 credits in Art Studio courses as follows: A107; A108; A207; A208; A216; A217; A318.

Art courses taken beyond the required number of credits will be considered as elective courses in Art.

## BUSINESS EDUCATION

### Bachelor of Science Degree

#### *Accounting-Marketing Concentration*

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Humanities Elective	3
English Composition	6	Intermediate Accounting	3
Mathematics	6	Laboratory Science	6
Business Organization & Management	6	Psychology	3
Elementary Accounting	6	Introduction to American Education	3
Typing	4	Accounting Elective	3
Physical Education	2	Data Processing	3
		Foreign Culture	6
		Physical Education	2
	<hr/> 32		<hr/> 32

Junior Year	Credits	Senior Year	Credits
Speech	3	Communications & Report Writing	3
Educational Psychology	3	Humanities	6
Economics	6	Problems of Business Education	3
Business Law	6	Marketing Elective	3
Secretarial Practice	3	Professional Semester	14
Foreign Culture	6		
Marketing	3		
Teaching Business Subjects	3		
Business Machines	1		
	<hr/> 34		<hr/> 29

**BUSINESS EDUCATION**  
**Bachelor of Science Degree**

*Secretarial Concentration*

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Foreign Culture Elective	3
English Composition	6	Laboratory Science	6
Business Organization & Management	6	Psychology	3
Mathematics	6	Accounting	6
Shorthand	6	Data Processing	3
Typing	4	Introduction to American Education	3
Physical Education	2	Shorthand & Transcribing	3
		Humanities Elective	3
		Physical Education	2
	—		—
	32		32
Junior Year	Credits	Senior Year	Credits
Speech	3	Communications & Report Writing	3
Educational Psychology	3	Foreign Culture Elective	3
Economics	6	Humanities Electives	6
Business Law	6	Problems in Business Education	3
Secretarial Practice	5	Elective	3
Business Machines	1	Professional Semester	14
Foreign Culture Electives	6	(Instructional Media 2)	
Teaching Business Subjects	3	(Professional Orientation & School Law 2)	
		(Educational Evaluation 2)	
		(Student Teaching 8)	
	—		—
	33		32

**BEHAVIORAL SCIENCE MAJORS**

**Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Anthropology	3
Mathematics	6	General Biology	8
Psychology-Sociology	6	Foreign Culture	6
Foreign Culture	6	Humanities or Social Science Electives	6
Humanities or Social Science Electives	6	Statistics	3
Physical Education	2	Behavioral Science Elective	3
		Physical Education	2
		Elective	3
	—		—
	32		34

Junior Year	Credits	Senior Year	Credits
Experimental Psychology	3	Behavioral Science Electives	12
Data Processing	3	Behavioral Science Seminar	3
Behavioral Science Electives	9	Electives	15
Speech	3		
Electives	12		
	—		—
	30		30

**BIOLOGY****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Biology Electives*	8
General Chemistry	8	Organic Chemistry	8
Biology-Zoology	8	Statistics and General Elective or General Physics	8
College Mathematics or General Physics	8	Social Science or Humanities Electives	9
Social Science or Humanities Elective	3		
Physical Education	2		
	—		—
	35		33

Junior Year	Credits	Senior Year	Credits
Foreign Culture	6	Foreign Culture	6
Social Science or Humanities Electives	6	Biology Electives*	10
Biology Electives*	12	Area Elective	3
General Elective	3	General Electives	10
Speech	3	Social Science or Humanities Elective	3
Physical Education	2		
	—		—
	32		32

\*The selection of Biology courses will depend upon the student's area of specialization.

—Botany majors must include S229, S230, S301 and Group A.

—Zoology majors must include S302, S310, S315 and Group A.

—Environmental majors must include S306, S345, S346 and Group A.

—Secondary Education majors must include S111, S112, S113, S203, S240, S301 or S302, S401 or S402, S410, S121, S122.

Group A courses—S111, S112, S113, S203, S240, S301 or S302, S410.

(This list of courses is subject to review and approval by the Pa. Department of Education.)

One of the following areas of emphasis should be elected by the end of the sophomore year. The courses included in the chosen area would then be scheduled, in conference with the student's academic adviser, during the junior and senior years. This is the "biology requirement" indicated above.



A. *Botany*

Plant Physiology (S301)  
 Plant Morphology (S229)  
 Plant Taxonomy (S230)

B. *Zoology*

Animal Physiology (S302)  
 Invertebrate Zoology (S314)  
 Vertebrate Zoology (S315)

C. *Environmental*

Environmental Biology (S240)  
 Terrestrial Ecology (S345)  
 Aquatic Ecology (S346)  
 Required biology courses:  
 S111—Principles of Biology (or equivalent)  
 S112—Zoology  
 S113—Botany  
 S203—Genetics  
 S240—Environmental Biology  
 S301 or S302—a Physiology course  
 S410—Seminar in Biology  
 Required area courses:  
 S163-164—College Mathematics (or equivalent)  
 S183-184—General Physics (or equivalent)  
 S265—Elements of Statistics (or equivalent)  
 S121-122—General Chemistry (or equivalent)  
 S231-232—Organic Chemistry (or equivalent)

D. *Secondary Education* (Subject to review and approval by the Pa. Department of Education)

Required biology courses:  
 S111—Principles of Biology (or equivalent)  
 S112—Zoology  
 S113—Botany  
 S203—Genetics  
 S240—Environmental  
 S301 or S302—a Physiology course  
 S401 or S402—Practical Biology Internship or Laboratory Methods in Biology  
 S410—Seminar in Biology  
 S121-122—Gen. Chem. in fulfillment of Sci. Lab. Elective

**ELEMENTARY EDUCATION****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Field Nat. History**	4
Western Civilization	6	Educational Psychology	3
Fundamental Mathematics	6	Child Psychology	3
General Psychology	3	Introduction to American Education	3
Introduction to Sociology	3	Elementary Curriculum I***	3
Foreign Culture Electives	6	World Geography	3
Physical Education	2	Area Concentration Electives*	6
		Foreign Culture Electives	6
		Physical Education	2
	<hr/>		<hr/>
	32		33
Junior Year	Credits	Senior Year†	Credits
Elementary Curriculum II, III	6	Humanities Elective	3
Developmental Reading	3	Electives	9
Diag. & Remed. Tech. in Reading	3		<hr/>
U. S. History	3		12
Survey of Environmental Problems	3	THE PROFESSIONAL SEMESTER	
Introduction to Speech	3	Instructional Media	2
Area Concentration Courses*	6-8	Professional Orientation & School Law	2
Humanities Electives	6	Educational Evaluation	2
	<hr/>	Student Teaching	8
	33-35		<hr/>
			14

†Senior semesters are interchangeable.

\*\*Effective in 1973-74; until then, S181-S182 and S101 sequence may apply to all majors previously enrolled.

\*\*\*Effective for entering Freshmen in 1972-73 and all majors in 1973-74 and thereafter; majors and transfer students entering in 1972-73 may satisfy requirement by completing EE303-304 sequence not later than the 1972-73 academic year.

\*Elementary Education majors elect one concentration area from the following options:

*Art:* A107, A201, A401, A402 and a studio art elective.

*Language Arts:* E256, E315, E320 and either E205 or E254.

*Mathematics:* S163-S164, S173 and S174.

*Music:* MU371, MU372 and 8 additional credits in Music.

*Science:* 12 credits drawn from Biology, Chemistry, Physics or Physical Sciences.

*Social Studies:* PS201, PS301, M221 and 3 credits chosen from: B203, B285, B388 or G341.

**SECONDARY EDUCATION**

The student seeking certification in Secondary Education must major in Biology (program commencing in 1973-74 subject to approval by the Pa. Dept. of Ed.), Communications, or Social Studies.

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Introduction to Speech	3
Western Civilization	6	Introduction to American Education	3
Fundamental Mathematics	6	Educational Psychology	3
General Psychology	3	Laboratory Science Electives***	4-8
Introduction to Sociology	3	Foreign Culture Electives**	6
Foreign Culture Electives**	6	Area Specialization*	9
Physical Education	2	Physical Education	2
	<hr/>		<hr/>
	32		30-34
Junior Year	Credits	Senior Year†	Credits
Secondary School Curriculum	3	Area Specialization*	3
Secondary Teaching Skills	3	Humanities Electives	6
Humanities Elective	3	Electives	9
Area Specialization*	21-24		<hr/>
			18
THE PROFESSIONAL SEMESTER			
		Instructional Media	2
		Professional Orientation & School	
		Law	2
		Educational Evaluation	2
		Student Teaching	8
	<hr/>		<hr/>
	30-33		14

†Senior semesters are interchangeable.

\*\*Social Studies majors must take 4 Intercultural Studies courses.

\*\*\*Biology majors must take S121-S122 to fulfill Lab Science.

\*Area Specialization courses required are as follows:

*Biology:* S111, S112, S113, S203, S240, S301 or S302, S401 or S402 and S410.

*Communications:* E254, E256, E311, E315, E320, E285 or E417, E281 or E322 or E418 or E421, E282 or E325 or E326, E323 or E324, E205 or E304, and E428.

*Social Studies:* H221, H427 or H428, PS241, PS242, B203, B285, G243, G341, and M221-M222.

**ENGLISH****Bachelor of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Literature or Theatre Electives****	6
Foreign Culture*	6	Introduction to Speech	3
Humanities Electives**	6	Foreign Culture*	6
Mathematics	6	A Laboratory Science	6-8
Social Science Electives***	6	History of the English Language	3
Physical Education	2	Social Science Electives***	6
		Physical Education	2
	—		—
	32		32-34
Junior Year	Credits	Senior Year	Credits
Advanced Composition		Senior English Seminar	3
or Creative Writing	3	Literature or Theatre Electives****	9
Shakespeare	3	Free Electives	16-18
Humanities Elective**	3		
Social Science Elective***	3		
Literature or Theatre Electives****	9		
Free Electives	9		
	—		—
	30		28-30

\*Students who expect to pursue graduate studies in English are strongly encouraged to elect the foreign language option.

\*\*Humanities electives must eventually include a philosophy course and one course from each of two of the following areas of study: art, music, or religion.

\*\*\*Social Sciences electives must eventually include three history courses (History of England is recommended), a psychology or sociology course, and a course from one of the following areas: anthropology, economics, geography, or political science.

\*\*\*\*Literature or theatre electives must eventually include:

One of the following:

European Literature to 1600 (E285)

The Middle Ages (E417)

One of the following:

The English Renaissance (E422)

Seventeenth-Century English Literature (E419)

Restoration and Eighteenth-Century English Literature (E413)

One of the following:

American Literature to 1885 (E281)

The Nineteenth-Century Novel (E322)

The Romantic Poets (E418)

Victorian Literature (E421)

One of the following:

American Literature after 1885 (E282)

Current Literature (E325)

Twentieth-Century British Literature (E326)

**HISTORY AND THE SOCIAL SCIENCES****Bachelor of Arts Degree**

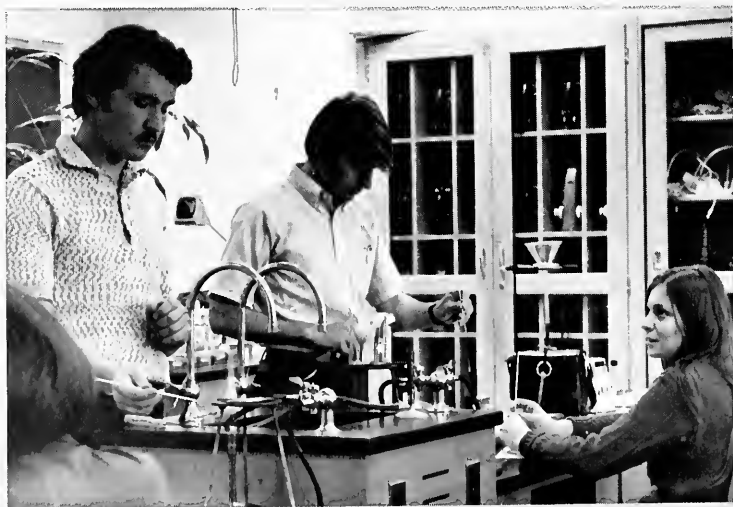
Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	History of U. S.	6
History of Civilization	6	Language	6
Language	6	Literature	6
Mathematics	6	Physical Education	2
Physical Education	2	Science	6-8
Psychology-Sociology	6	Humanities and Sciences Electives	6
	<hr/>		<hr/>
	32		32-34
Junior Year	Credits	Senior Year	Credits
History Electives	12	History Electives	9
Social Science Electives	6	Seminar in History	3
Humanities	3	Social Science Electives	6
Intercultural Studies	6	Free Electives	12
Speech	3		
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	30		30

**HUMANITIES****Bachelor of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Speech	3
History	6	Sociology-Psychology	6
Intro. to Art Appreciation	3	Literature-Electives	6
Music Appreciation	3	History-Elective	3
Mathematics	6	Laboratory Science	6
Foreign Language	6	Foreign Language	6
Physical Education	2	Physical Education	2
	<hr/>		<hr/>
	32		32
Junior Year	Credits	Senior Year	Credits
Philosophy	6	Economics	3
Political Science	3	Philosophy-Elective	3
Geography	3	Theatre Arts	3
Art History-Elective	3	History	3
Living Religions	3	Literature-Elective	3
Music-Elective	3	Electives	15
Literature-Elective	3		
Foreign Language	3		
Theatre Arts	3		
	<hr/>		<hr/>
	30		30

**INTERNATIONAL STUDIES****Bachelor of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Speech	3
Western Civilization	6	Foreign Language	6
Introduction to Africa	3	United States History	6
Introduction to the Far East	3	Science	6-8
Mathematics	6	World Geography	3
Social Science Electives	6	Introduction to Political Science	3
Physical Education	2	Physical Education	2
	<hr/>		<hr/>
	32		29-31
Junior Year	Credits	Senior Year	Credits
Foreign Language	6	One of the following:	
Introduction to Latin America	3	Contemporary Africa I & II	
Introduction to the Middle East	3	Contemporary Far East I & II	
Principles of Economics	6	Contemporary Latin America I & II	
Humanities Elective	3	Contemporary Middle East I & II	6
American Government	3	Comparative Government	3
Electives	6	International Relations	3
	<hr/>	International Economics	3
	30	American Diplomatic History	3
		Electives	12
			<hr/>
			30



**MANAGEMENT****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Humanities Elective	3
Business Organization & Management	6	Principles of Economics	6
English Composition	6	Elementary Accounting	6
Foreign Culture	6	Data Processing	3
Mathematics	6	Foreign Culture	6
Physical Education	2	Physical Education	2
Social Science Electives	6	Laboratory Science	6
	—		—
	34		32
Junior Year	Credits	Senior Year	Credits
Business Electives	6	Business Elective	3
Business Law	6	Finance	3
Speech	3	Electives	12
Humanities Elective	3	Management Elective	3
Personnel	3	Management Seminar	3
Statistics and Quan. Methods	6	Operations Research	3
Marketing	3	Communications and Report Writing	3
	—		—
	30		30

**MARKETING****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Principles of Economics	6
English Composition	6	Elementary Accounting	6
Business Organization & Management	6	Lab Science	6
Foreign Culture	6	Foreign Culture	6
Mathematics	6	Principles of Marketing	3
Humanities Elective	3	Marketing Elective	3
Social Science Elective	3	Physical Education	2
Physical Education	2		
	—		—
	34		32

Junior Year	Credits	Senior Year	Credits
Business Law	6	Marketing Research	3
Marketing Electives	6	Marketing Pol. & Strat.	3
Communication & Report Writing	3	Management Seminar	3
Speech	3	Marketing Electives	6
Data Processing	3	Humanities Elective	3
Statistics	6	Social Science Elective	3
Humanities Elective	3	Electives	9
	<hr/>		<hr/>
	30		30

**MEDICAL TECHNOLOGY****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Foreign Culture	6
General Biology	8	Humanities Electives	6
General Chemistry	8	Organic Chemistry	8
Social Science Electives	6	Vertebrate Physiology	4
Mathematics	6	Quantitative Analysis	4
Medical Technology Orientation	0	Sociology	3
	<hr/>	Physical Education	2
	34		33

Junior Year	Credits	Senior Year	Credits
Behavioral Science Elective*	3	Hospital Practicum to	
Economics	3	include studies in:	
Humanities Electives	6	Clinical Chemistry, Microbiology,	
Foreign Culture	6	Nuclear Medicine, Immunohema-	
Microbiology	4	tology, Serology, Urinalysis, Hem-	
Physical Education	2	atology, Histology†	
Psychology	3		
Statistics	3		
	<hr/>		<hr/>
	30		30

\*Course to be selected from Sociology, Psychology and Anthropology.

†The Senior Year of thirty academic credits is considered a Hospital Internship with all courses at an approved School of Medical Technology.

During the Fall Semester of the Junior Year, students will arrange with the Department Chairman to petition internship for the last year of clinical work. The College cannot guarantee acceptance by any Hospital but will assist in placing students in a clinical program • Students will normally begin the clinical work in August or September of the Senior Year, and will complete the clinical work in twelve months. They will receive their diploma at the next graduation exercise following completion of their Senior Year work • Pre-Nursing students should enroll in the Medical Technology Curriculum.



**MEDICAL RECORDS SCIENCE****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Anatomy and Physiology	8
General Biology	8	Foreign Culture	6
Social Science Electives	6	Social Science Electives	6
Foreign Culture	6	Microbiology	4
Mathematics	6	Statistics	3
Physical Education	2	Medical Terminology	3
	<hr/>	Physical Education	<hr/>
	34		32
Junior Year	Credits	Senior Year	Credits
Business Organization-Management	3	Data Processing Systems	3
Data Processing	3	Directed Practice II*	3
Directed Practice I	2	Fundamentals of Medical Science	6
Social Science Elective	3	Hospital Organization-Administration	3
Medical Records Science I & II	6	Legal Concepts for Health Fields	2
Humanities Elective	3	Medical Records Dept. Operations	3
Speech	3	Medical Records Science III & IV	6
Personnel Administration	3	Medical Records Administration Seminar	3
General Electives	6	General Elective	3
	<hr/>		<hr/>
	32		32

\*Full-time 2-4 weeks last semester Senior Year.

**MUSIC****Bachelor of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Mathematics	6
Social Science Electives	9	Physical Education	2
Physical Education	2	Speech	3
Band or Choir	1	Social Science	3
Music Theory I, II	6	Elective	3
Aural Training I, II	2	Music Appreciation	3
Primary Instrument	2	Band or Choir	1
Secondary Instrument	2	Music Theory III	3
Voice Class	1	Aural Training III	1
		Counterpoint	3
		Primary Instrument	2
		Secondary Instrument	2
	<hr/>		<hr/>
	31		32

Junior Year	Credits	Senior Year	Credits
Art Appreciation	3	History	3
Foreign Culture	6	Foreign Culture	6
Laboratory Science	6	Humanities Elective	3
Humanities Electives	6	Elective	3
Band or Choir	1	Band or Choir	1
Instrumental Music Literature	3	Conducting	2
Vocal Music Literature	3	Orchestration	2
Primary Instrument	2	Social Science Elective	3
		Music and/or Electives	6
		Primary Instrument	2
	—		—
	30		31

**POLICE SCIENCE AND CORRECTIONS****Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Principles of Criminal Law	3
Introduction and Sociology	3	Laboratory Science	6-8
Introduction to Law Enforcement and Public Safety	3	American Government	3
Mathematics	6	Criminal Investigation	3
Physical Education	2	Foreign Culture	6
General Psychology	3	Physical Education	2
Electives	9	Introduction to Speech	3
		Criminalistics	3
		Police Organization and Adminis- tration	3
	—		—
	32		32-34
Junior Year	Credits	Senior Year	Credits
Criminology	3	Humanities Electives	6
Police and Community Relations	3	Report Writing	3
Foreign Culture	6	Seminar in Selected Law Enforcement Problems	3
Humanities Elective	3	Correctional Approaches to Crime and Delinquency	3
State and Local Government	3	or Role of Police in Crime and Delinquency	
Law of Crime and Corrections	3	Electives	15
Electives	9		—
	—		—
	30		30

**PSYCHOLOGY MAJOR**  
**Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	History and Systems of Psychology	3
General Psychology	3	General Biology	8
Introductory Sociology	3	Statistics	3
Mathematics	6	Language or Intercultural Studies	6
Language or Intercultural Studies	6	Social Science Electives	6
Humanities Electives	6	Electives	6
Physical Education	2	Physical Education	2
	<u>32</u>		<u>34</u>
Junior Year	Credits	Senior Year	Credits
Experimental Psychology	3	Physiological Psychology	3
Psychology Electives	6	Psychology Electives	9
Data Processing	3	Behavioral Science Seminar	3
Speech	3	Electives	15
Humanities Electives	6		
Electives	9		
	<u>30</u>		<u>30</u>

**SOCIOLOGY MAJOR**  
**Bachelor of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Science	8
General Psychology	3	Humanities or Social Sciences	6
Introductory Sociology	3	Statistics	3
Mathematics	6	Foreign Culture	6
Foreign Culture	6	Elective	3
Humanities Electives	6	Sociology Electives	6
Physical Education	2	Physical Education	2
	<u>32</u>		<u>34</u>
Junior Year	Credits	Senior Year	Credits
Development of Sociological Theory	3	Behavioral Science Seminar	3
Contemporary Sociological Theory	3	Sociology Electives	6
Research Methods	3	Electives	21
Data Processing	3		
Humanities or Social Sciences	6		
Speech	3		
Sociology Elective	3		
Electives	6		
	<u>30</u>		<u>30</u>

## THE ASSOCIATE DEGREE

Curricula are available for students who intend to study at York College for two years and then complete their Baccalaureate Degree requirements elsewhere. They are also designed to satisfy special interests or requirements for persons in the community. Of special interest are programs in Secretarial Studies, both Executive and Medical.

### Graduation Requirements

1. Have successfully completed at least 60 credit hours (plus 2 Physical Education credits). The last 30 of these must be earned at York College.
2. Have a cumulative quality point index of at least 2.0.
3. Have a satisfactory record of behavior.
4. Meet the curriculum requirements stated below:
  - a. *General Requirements*
    - (1) Three semesters of English (including E101-E102, English Composition or equivalent).
    - (2) Two semesters of Mathematics or Laboratory Science.
    - (3) Two semesters of Social Science.
    - (4) One semester of Humanities.
  - b. *Additional courses approved by:*
    - (1) The Chairman of the major department for students with a specified area of concentration.
    - (2) Counselors in the office of the Dean of Student Affairs for students who do not have a specific area of concentration.

### ACCOUNTING

#### Associate of Science Degree

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Economics	6
Business Organization & Management	6	Business Law	6
English Composition	6	Speech	3
Mathematics	6	Data Processing	3
Elementary Accounting	6	Intermediate Accounting	3
Humanities Elective	3	Accounting Elective	3
Elective	3	Electives	6
Physical Education	1	Physical Education	1
	—		—
	33		31

**ART****Associate of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
Basic Color and Design	3	Advanced Color and Design	3
Beginning Sculpture	3	Introduction to Art Appreciation	3
Drawing I and II	6	Electives	6
Freshman English	6	Literature	6
History	6	Painting I and II	6
Psychology-Sociology	6	Physical Education	1
Physical Education	1	Science and/or Mathematics	6-8
	<hr/>		<hr/>
	31		31-33

**CHEMISTRY****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	English Elective	3
General Chemistry	8	Organic Chemistry	8
Humanities Elective	3	General Physics	8
Mathematics	6-8	Mathematics	7-8
Sociology-Psychology	6	Elective	3
Elective	3	Physical Education	2
	<hr/>		<hr/>
	32-34		31-32

**EXECUTIVE SECRETARY****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Business Organization-Management	3
Psychology	3	Electives	6
Social Science Elective	3	Elementary Accounting**	3
Mathematics of Business**	3	Communications & Report Writing	3
Secretarial Orientation	2	Physical Education	1
Shorthand*	6	Secretarial Practice	5
Typing*	4	Business Machines	1
Physical Education	1	Shorthand and Transcription	6
Elective	3	Humanities Elective	3
	<hr/>		<hr/>
	31		31

\*First semester may be waived upon successful completion of an exemption examination. Credits must then be taken in other areas.

\*\*In this curriculum, Accounting and Mathematics of Business will fulfill the Mathematics requirements.

**GENERAL ENGINEERING**  
**Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Analytical Geometry & Calculus	8	Calculus III	4
Descriptive Geometry	2	General Chemistry	8
Engineering Drawing	2	Differential Equations	3
Engineering Physics	8	Dynamics	3
English Composition	6	Engineering Physics	8
Social Science Electives	6	Humanities Elective	3
Physical Education	1	Speech	3
		Statics	3
		Physical Education	1
	<hr/>		<hr/>
	33		36

**LANGUAGE**

(French, German, Spanish)

**Associate of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Electives	12
Humanities Elective	3	Language	6
Language	6	Literature	6
Mathematics	6	Physical Education	1
Physical Education	1	Science	6
Social Science Electives	6		
Elective	3		
	<hr/>		<hr/>
	31		31

**MANAGEMENT**

**Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Economics	6
Business Organization & Management	6	Business Law	6
English Composition	6	Speech	3
Mathematics	6	Data Processing	3
Elementary Accounting	6	Business Electives	6
Humanities Elective	3	Electives	6
Elective	3	Physical Education	1
Physical Education	1		
	<hr/>		<hr/>
	33		31

**MARKETING****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Economics	6
English Composition	6	Marketing Electives	9
Business Organization and Management	6	Speech	3
Principles of Marketing	3	Business Electives	6
Accounting	6	Electives	6
Mathematics	6	Physical Education	1
Humanities Elective	3		
Physical Education	1		
	<u>33</u>		<u>31</u>

**MATHEMATICS****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Laboratory Science Electives	8
Social Science Electives	6	Calculus III	4
Elective	3	Differential Equations	4
Analytical Geometry & Calculus	8	Math Structures	3
Humanities Elective	3	Linear Algebra	3
Physical Education	2	Mathematics Elective	3
Mathematics Elective	3	Elective	3
	<u>31</u>	English Elective	3
			<u>31</u>

**MEDICAL SECRETARY****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Communication & Report Writing	3
Social Science Elective	3	Anatomy & Physiology	8
General Biology	4	Shorthand & Transcription	6
Typing**	4	Secretarial Practice	5
Shorthand**	6	Business Machines	1
Secretarial Orientation	1	Elementary Accounting	3
Psychology	3	Medical Terminology	3
Mathematics of Business	3	Humanities Elective	3
Physical Education	1	Physical Education	1
	<u>31</u>		<u>33</u>

\*\*First semester may be waived upon successful completion of an exemption examination. Credits then must be taken in other areas.

**MUSIC****Associate of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
Music Theory I, II	6	Theory III	3
Aural Training I, II	2	Aural Training III	1
Voice Class	1	Major Instrument	1
Major Instrument	1	Minor Instrument	1
Minor Instrument	1	Choir or Band	1
Introduction to Music Appreciation	3	Counterpoint	3
Choir or Band	1	Music Electives	4-6
Freshman English	6	Science or Mathematics	3-4
Social Science Electives	6	Physical Education	2
Physical Education	2	Humanities Electives	6
Science or Mathematics	3-4	Electives	6-8
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32-33		31-36	

**PHILOSOPHY****Associate of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Introduction to Philosophy	3
Social Science Electives	6	Living World Religions	3
Mathematics	6	Languages	6
Language	6	Literature	6
Electives	6	Logic and Scientific Method	3
Physical Education	1	Contemporary Philosophy	3
		Science	6
		Physical Education	1
<hr/>		<hr/>	
31		31	

**PHYSICS****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Dynamics	3
Social Science Electives	6	Engineering Physics	8
Analytic Geometry & Calculus	8	Calculus III	4
Engineering Physics	8	Mathematics Elective	3
Physical Education	1	Physical Education	1
Humanities Elective	3	Electives	6
		Speech	3
		Statics	3
<hr/>		<hr/>	
32		31	



**POLICE SCIENCE AND CORRECTIONS****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	Criminal Investigation	3
General Psychology	3	Police Organization & Administration	3
Introduction to Law Enforcement and Public Safety	3	Principles of Criminal Law	3
Sociology	3	Speech	3
The Role of Police in Crime and Delinquency	3	Law of Crimes and Corrections	3
Criminology	3	Traffic Administration	3
Science	6-8	Criminalistics	3
Elective	3	Police Personnel Administration	3
Physical Education	1	Mathematics	3
		Elective	3
		Physical Education	1
	<hr/>		<hr/>
	31-33		31

**POLITICAL SCIENCE****Associate of Arts Degree**

Freshman Year	Credits	Sophomore Year	Credits
English Composition	6	American Government	3
History	6	History of U. S.	6
Mathematics	6	Language	6
Language	6	Literature	6
Physical Education	1	Physical Education	1
Electives	6	Science	6-8
		State & Local Government	3
	<hr/>		<hr/>
	31		31-33

**RETAILING****Associate of Science Degree**

Freshman Year	Credits	Sophomore Year	Credits
Business Orientation	2	Principles of Economics	6
English Composition	6	Business Law	6
Elementary Accounting	6	Principles of Retailing	3
Business Organization & Management	6	Retail Buying	3
Principles of Marketing	3	Salesmanship	3
Humanities Elective	3	Consumer Behavior	3
Mathematics	6	Speech	3
Physical Education	1	Elective	3
		Physical Education	1
	<hr/>		<hr/>
	33		31

**RESPIRATORY THERAPY****Associate of Science Degree**

\*In cooperation with St. Joseph Hospital, Lancaster, Pennsylvania

Summer Session	Credits	Freshman Year	Credits
College Mathematics (Algebra)	3	Psychology	3
Social Science Elective	3	Humanities Elective	3
English Composition	3	English Composition	3
		General Chemistry	8
		Anatomy & Physiology	8
		Microbiology	4
		Physical Education	2
	—		—
	9		31

**Sophomore Year**

<i>Clinical Session I</i>	Credits	<i>Clinical Session III</i>	Credits
Hospital Techniques	3	Pulmonary Physiotherapy	1
Respiratory Therapy Techniques	3	Pulmonary Function Interpretation	2
Anatomy & Physiology—		Body Fluids and Endocrine Balance	3
Respiratory System	3	Acid Base Physiology	3
Mechanics of Ventilators	3	Aerosol Physics	1
Nursing Care and Techniques	1	Departmental Management	1
Applied Physics	1	Clinical Practice	3
	—		—
	14		14

<i>Clinical Session II</i>	Credits
Anatomy & Physiology—	
Cardio-vascular System	3
Professional Ethics	2
Patho-Physiology of Disease	3
Physiology of Mechanical Ventilation	3
Pulmonary Function Techniques	2
Pharmacology of Respiratory	
Therapy Drugs	1
Clinical Practice	3
	—
	17

\*Students must apply for admission to St. Joseph Hospital. Admission to York College must be requested by St. Joseph Hospital for students after acceptance in the Hospital Program.

Freshman Year courses will be scheduled at York College. Sophomore Year courses will be scheduled at St. Joseph School of Respiratory Therapy. After satisfactory completion of both programs, students will be awarded a Certificate of Respiratory Therapy by St. Joseph Hospital and an Associate of Science Degree by York College.

# Course Descriptions

Accounting	102
Anthropology	90
Aquatic Activities	119
Art Appreciation	133
Art Education	135
Behavioral Science Department	90
Biological Science Department	97
Business Administration Department	102
Business Education	104
Chemistry	144
Economics	106
Education Department	112
Education	114
English Department	120
Geography	126
History	126
History and Social Science Department	124
Humanities and Fine Arts Department	132
Intercultural Studies	130
Language	136
Management	107
Marketing and Retailing	110
Mathematics	145
Medical Records Science	147
Music	138
Philosophy	142
Physics	149
Physical Education	117
Physical Science	148
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## **BEHAVIORAL SCIENCE DEPARTMENT**

A Student majoring in the Behavioral Sciences may select one of four different majors: Behavioral Science, Psychology, Sociology or Police Science and Corrections. The specific requirements for each major can be found in the listings of the recommended programs.

### **Anthropology**

#### **B203 Introduction to Anthropology**

**Fall Semester**

An introductory survey of the principles and findings in the fields of human paleontology, physical, social, and cultural anthropology.

3 class periods.                      3 credit hours.

#### **B205 Cultural Anthropology**

**Spring Semester**

The study of human variation as determined by culture from primitive societies to modern industrial societies; cultural background of personality development.

3 class periods.                      3 credit hours.

### **Psychology**

#### **B161 General Psychology**

**Offered every Semester**

An understanding of human behavior, unifying the physical, emotional, intellectual and social aspects with current research findings and theories.

3 class periods.                      3 credit hours.

#### **B267 Psychological Tests and Measurements**

**Spring Semester**

Fundamental principles necessary for reliable and valid devices of measurement. A survey of the psychological tests used in the personnel, clinical and educational areas with special emphasis on critical evaluation. Prerequisites: General Psychology B161.

3 class periods.                      3 credit hours.

#### **B276 Psychology of Religion**

**Spring Semester**

An inquiry into the relationship between human personality and the religious ideas which have helped mould it, relying on the great thinkers in the fields of psychology and religion. Prerequisite: One course in philosophy, religion, or psychology.

3 class periods.                      3 credit hours.

#### **B362 Experimental Psychology**

**Offered every Semester**

Introduction to the experimental method including experimental design, data collection, analysis of data and writing research reports. Prerequisite: General Psychology B161. Required of Behavioral Science and Psychology Majors.

2 lecture hours.                      2 laboratory hours.  
3 credit hours.

**B363 Educational Psychology****Offered every Semester**

Psychological principles as applied to learning, appraisal of learning, and teaching. Emphasis on motivation, play, growth, child society, emotional stress and individual differences. Prerequisite: General Psychology B161.

3 class periods. 3 credit hours.

**B364 Psychology of Adjustment****Spring Semester**

An analysis of the determinants of a healthy personality in such areas as emotion, self-concept, and interpersonal relations. Prerequisite: General Psychology B161.

3 class periods. 3 credit hours.

**B365 Adolescent Psychology****Spring Semester**

From later childhood to adulthood. Emphasis will be placed on the biological, psychological, and social aspects of the adolescent period. Prerequisite: General Psychology B161.

3 class periods. 3 credit hours.

**B366 Child Psychology****Fall Semester**

Normal behavior problems of the small child. The theory of child development will be discussed in relation to the social, emotional, physical and mental aspects of the child. Opportunity also will be given to observe children and to study practical problems of child-rearing. Prerequisite: General Psychology B161.

3 class periods. 3 credit hours.

**B367 Social Psychology****Offered every Semester**

Understanding behavior in relation to customs and psychological variables. Prerequisite: Introduction to Sociology B185 and General Psychology B161.

3 class periods. 3 credit hours.

**B369 Psychology of Learning****Fall, even numbered years**

Utilization of learning principles and theories in the production of learned behavior. Emphasizes contemporary approaches to description and explanation of learning phenomena. Lecture, readings and classroom experiments. Prerequisite: Psychology B161.

3 class periods. 3 credit hours.

**B372 History and Systems of Psychology****Spring, odd numbered years**

Analysis of the historical background and present systems in the field of psychology; the various psychological interpretations of man. Required of psychology majors. Prerequisite: General Psychology B161.

3 class periods. 3 credit hours.

**B398, B399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**B461 Abnormal Psychology****Spring Semester**

The causes, diagnosis, treatment and social significance of various forms of problem behavior; attention is given to the factors in adjustment in both the normal and deviant. Prerequisite: General Psychology B161. Junior or Senior.

3 class periods.      3 credit hours.

**B464 Physiological Psychology****Fall, odd numbered years**

Introduction to the physiological and neurological foundations of behavior. Prerequisite: Biology, and General Psychology B161. Required of Psychology Majors.

3 credit hours.

**B491 Behavioral Science Seminar****Fall and Spring Semesters**

Individual inquiry under faculty supervision in areas pertinent to the student and aimed at integrating the major area by dealing with current research developments and theories. Prerequisite: Major of Senior standing. 1 semester required of Psychology Majors.

3 class periods.      3 credit hours.

**Sociology****B185 Introduction to Sociology****Offered every Semester**

Designed to enable the student to obtain a better understanding of group relations. Consideration is given to the influence of heredity and environment upon individual and group behavior, the examination of institutions, race relations in the United States, and community services. Required of Sociology majors.

3 class periods.      3 credit hours.

**B285 American Social Problems****Offered every Semester**

A study of the contemporary sociological deviations of crime, delinquency, racism, poverty, family and industrial discord with emphasis on relevant experimental data and methods for assessing causes and remedies. Prerequisite: Introduction to Sociology B185.

3 class periods.      3 credit hours.

**B286 The Family****Offered every Semester**

The origin and history of the family; economic, political, and social movements which have affected family life, consideration of contemporary theories regarding formation of personality, family adjustment, and organization; consideration of practical approach to preparation for marriage, family crises and adjustments. Prerequisite: Introduction to Sociology B185.

3 class periods.      3 credit hours.

**B303 Development of Sociological Theory****Fall Semester**

An analysis of the historical development of social thought and theory from antiquity to the present. Required of Sociology majors. Prerequisite: Sociology B185.

3 class periods.      3 credit hours.

**B304 Contemporary Sociological Theory****Spring Semester**

A study of the recent developments and main currents in contemporary sociological thought. The principal sociological theorists and their contributions will be analyzed. Prerequisite: Sociology B185. Required of Sociology majors.

3 class periods.      3 credit hours.

**B311 Criminology****Fall Semester**

An analysis of criminal behavior, criminal law, penal systems, programs of crime control and the operation of probation and parole.

3 class periods.      3 credit hours.

**B315 Ethnic and Minority Relations****Offered every Semester**

Analysis of the bases of conflicts, accommodation and assimilation of various ethnic, religious and racial minorities in the United States. Prerequisite: Sociology B185.

3 class periods.      3 credit hours.

**B384 Research Methodology****Spring Semester**

The nature of the scientific method and basic research techniques as applied to collection, analysis, and interpretation of data. To be taken in their junior year. Prerequisites: 3 hours of Statistics, and 9 hours of Sociology. Required of Sociology majors.

3 class periods.      3 credit hours.

**B387 Social Work Principles****Spring, even numbered years**

Analysis of social welfare, social agencies and social work as a profession; functions of social case work and group dynamics. Prerequisite: Introductory Sociology B185.

3 class periods.      3 credit hours.

**B388 Urban Sociology****Spring, odd numbered years**

A study of the development of modern cities and their impact upon society; discussion of problems connected with urban living. Students use the City of York and York County as special areas for research. Prerequisite: Introduction to Sociology B185.

3 class periods. 3 credit hours.

**B398, B399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**B465 Population and Demography****Fall, odd numbered years**

Qualitative analysis of population; composition and description. Major demographic processes: Fertility, Mortality, Migration. Changing patterns in population growth. Some important implications in world population changes. Population policies. Population of the United States. Prerequisite: B185.

3 class periods. 3 credit hours.

**B471 Industrial Sociology****Fall Semester**

Industrial and other work organizations studied as Social systems, with attention to both internal human relations and to external relations with the community. Prerequisite: Sociology B185.

3 class periods. 3 credit hours.

**B491 Behavioral Science Seminar****Fall and Spring Semesters**

Individual inquiry under faculty supervision in areas pertinent to the student and aimed at integrating the major area by dealing with current research developments and theories. Prerequisite: Major or Senior standing. 1 semester required of Sociology majors.

3 class periods. 3 credit hours.

**Police Science and Corrections\*****PC101 (B394) Introduction to Law Enforcement and Public Safety****Fall Semester**

Survey of law enforcement; the role, history, development and constitutional aspects of law enforcement and public safety. A review of agencies involved in the process of the administration of criminal justice.

3 class periods. 3 credit hours.

\*Since all of the old courses in Police Science have been renumbered the old number is given in parenthesis ( ) to indicate that the student may not retake the course under the new number if he has already successfully completed it under the old number.



**PC115 (B291) The Citizen and the Court****Fall Semester**

A seminar in the field of community relations, encompassing the spectrum of the administration of justice and community responsibility, utilizing the interdisciplinary approach in case and situational analysis.

3 class periods.      3 credit hours.

**PC110 (B320) The Role of Police in Crime and Delinquency (Delinquency Prevention and Control)****Spring Semester**

Problem of juvenile delinquency, theories of causation and prevention programs. Police prevention program, juvenile courts, institutional treatment, community resources for prevention, federal and state programs.

3 class periods.      3 credit hours.

**PC235 (B292) Principles of Criminal Law****Fall Semester**

Substantive law of crimes is thoroughly considered by examining the Pennsylvania Penal Code in relation to general principles of criminal law and constitutional rights.

3 class periods.      3 credit hours.

**PC225 (B293) Criminal Investigation****Fall Semester**

Introduction to fundamentals of criminal investigation, rules of evidence, sources of information, observations, descriptions and identifications, including collection, preservation and processing of physical evidence; records, reports and statements, case preparation; surveillance and undercover techniques; modus operandi; raids.

3 class periods.      3 credit hours.

**PC230 Introduction to Criminalistics****Spring Semester**

An introduction to the utilization of the scientific method and instrumentation in criminal investigation at the crime scene and in the laboratory; lifting of fingerprints and classification; ballistics; analysis of hair, fibers, blood, paint, and tools; development of casts; special instrumentation. Prerequisite: Criminal Investigation PC225.

3 class periods.      3 credit hours.

**PC240 (B294) Police Organization and Administration****Spring Semester**

This course will examine past and present police administration practices to provide and guide toward formulating better administrative knowledge and techniques. The organization structure of both large and small departments will be studied as to how they affect the operational procedures. Administrative problems and principles of government and business administration will be analyzed and reviewed.

3 class periods.      3 credit hours.

**PC345 (B401) The Police and Community Relations****Fall Semester**

An interdisciplinary survey of the field of police and community relations, emphasizing police administrative responsibility, with special attention to the police role in community tension and conflict. Prerequisite: Sociology B185.

3 class periods.            3 credit hours.

**PC355 Police Operational Functions****Fall Semester**

Comprehensive analysis of organization and management of operational functions, patrol, investigative, traffic, vice, and juvenile activities, including their implementation and administration.

3 class periods.            3 credit hours.

**PC340 (B403) Law of Crime and Corrections****Spring Semester**

A detailed study of legal procedures through which the accused passes, analyzing the safeguards established for the protection of the individual liberties, especially as found in application of rules governing the introduction and use of information in formalized legal proceedings.

3 class periods.            3 credit hours.

**PC360 (B405) Field Service Training in Public and Correctional Administration****Offered every Spring, beginning 1973**

A carefully planned program that provides actual on-the-job experience. Agencies are carefully selected that will provide a variety of experiences of educational value. The student will spend 200 hours with a selected criminal justice agency plus conferences with the supervising professor. Prerequisite: Junior standing and 2.0 G.P.A.

3 class periods.            3 credit hours.

**PC398, PC399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**PC465 (B395) Traffic Administration****Fall Semester**

An integration of the four "E's" of traffic administration—Engineering, Education, Enforcement and Enactment. Stress is placed on a smooth, efficient flow of traffic while maximizing safety and minimizing deaths, personal injury and property damage. Prerequisite: PC240.

3 class periods.            3 credit hours.

**PC470 (B295) Seminar in Selected Law Enforcement Principles Spring Semester**

Spring Semester Evaluation of current major hypotheses; review of recent developments, contributions by agencies and academic institutions and review of current literature in the field of deviant behavior. Prerequisite: PC240.

3 class periods. 3 credit hours.

**PC475 Police Administrative Functions****Fall Semester**

Detailed examination of current command level problems and trends in police administration and management, the planning process, tactics and budgeting on all levels, administration of a police personnel program.

3 class periods. 3 credit hours.

**PC480 (B297) Correctional Approaches to Crime and Delinquency Spring Semester**

A study of the court and jury system, probation and parole, individual case studies, correctional institutions, allied agencies and resources, and the State Correctional Program.

3 class periods. 3 credit hours.

## **BIOLOGICAL SCIENCE DEPARTMENT**

A four-year program leading to the Bachelor of Science degree in Biology is offered in four major areas, Botany, Zoology, Environmental, and as a Biology teaching major for Secondary Education students.

Two-year curriculums leading to the Associate of Science degree in Biology is also available. Many pre-professional students who wish to enter Pre-Medical, Pre-Dental, Pre-Veterinary, Pre-Osteopathic, Nursing, and other para medical fields are able to select courses to satisfy transfer requirements.

### **Biology**

**S101 Fundamentals of Biology****Fall-Spring Semesters**

Organized to expose the student to the broad spectrum of biology, to develop an awareness of themselves and their environment. The principle approach is used to introduce the physical chemical basis of life; cellular biology; the life processes, genetics and ecology as they apply particularly to humans; and a survey of selected plant and animal phyla.

3 class periods. 1 three-hour laboratory period.

4 credit hours.

**S111 Principles of Biology****Fall-Spring Semesters**

Designed specifically for the major and related fields to develop an appreciation and understanding of selected basic biological principles related to the cellular levels, chemistry and physics, ultrastructure and its correlation with physiological function, genetics and evolution.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S112 Zoology****Spring Semester**

A detailed study of selected invertebrate and vertebrate groups with an emphasis upon their evolution, natural history, taxonomy, behavior and ecology. Importance will be placed upon the inter-relations between organisms, their biological and physical environment, and their interactions with man. When practical, live materials and field study will supplement laboratory study. Biology S111 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S113 Botany****Fall Semester**

An introduction to the evolution, structure, function, ecology and classification of non-vascular and vascular plants. Cellular, tissue and physiological principles will be stressed. Biology S111 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S201 Human Anatomy****Fall Semester**

A study of the structure of the human body utilizing the systemic approach. Emphasis will be placed on examination of the gross and microscopic structures of the skeletal and musculature systems. Dissection of a representative vertebrate will examine muscles homologous to man *in situ*.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S202 Human Physiology****Spring Semester**

A study of the function of systems within the human body. Basic physiological phenomena will be observed in the laboratory using demonstrations with live material. Biology S201 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S203 Genetics****Spring Semester, beginning 1975**

The basic principles of genetics—chromosome theory, mechanisms and heredity; the chemistry and interactions of nucleic acids and proteins; gene action and control of cytodifferentiation and development. Biology S111 recommended.

3 class periods.      1 three-hour laboratory period.  
4 credit hours.

**S210 Microbiology****Fall-Spring Semesters**

An introduction to the study of the importance of microorganisms affecting our modern living; the protozoa, yeasts, molds, bacteria, rickettsiae and viruses. Emphasis is placed on the techniques of the staining, culturing, and identification of bacteria. Problems of applied bacteriology, infections, immunity and serology are considered.

3 class periods.      1 three-hour laboratory period.  
4 credit hours.

**S221 Field Natural History****Fall Semester**

Designed especially for elementary and secondary school majors. An introduction to the vast natural resources available in the out-of-doors, the literature and other resource materials, and some methods for teaching about plants, animals and their ecology. Laboratory periods will be spent primarily in the field.

1 class period.      1 three-hour laboratory period.  
2 credit hours.

**S222 Field Natural History****Spring Semester**

A continuation of Biology S221 in order to complete the study of the out-of-doors in all seasons.

1 class period.      1 three-hour laboratory period.  
2 credit hours.

**S229 Plant Morphology****Fall 1975 and odd numbered years**

A study of variation in structure and form of the major plant groups (non-vascular, vascular) with emphasis placed on life-cycles of selected organisms.

3 class periods.      1 one-hour laboratory period.  
4 credit hours.

**S230 Plant Taxonomy****Spring 1976 and even numbered years**

A study of methods employed to collect and preserve natural flora. Field trips will be scheduled to herbaria of nearby campuses as well as to arboretums in this immediate area.

3 class periods.      1 three-hour laboratory period.  
4 credit hours.

**S240 Environmental Biology****Spring 1975 and odd numbered years**

An introduction to the field of aquatic and terrestrial ecology. Principles to be covered include: biogeochemical cycles, productivity, communities, population dynamics, group behavior and conservation. Laboratory periods will illustrate particular principles or research. Prerequisites: Biology S111 and Math S265 or their equivalent.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S301 Plant Physiology****Fall 1975**

A study of the major principles of plant physiology and their application to the laboratory study of selected plant organisms. Biology S111, S113, and one year of chemistry recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S302 Animal Physiology****Fall Semester 1975**

The physiological organization and function of animal organisms at the systemic, cellular and molecular levels. Considerable emphasis is placed on the use of physiological equipment with appropriate living material in the laboratory. Biology S111 or S112, Chemistry S121–S122 and Chemistry S231–S232 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S314 Invertebrate Zoology****Fall 1975**

Morphology, physiology, classification, evolution and ecology of invertebrate animals—parasitic and free-living. Biology S112 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S315 Vertebrate Zoology****Spring 1976 and even numbered years**

The classification, ecology, distribution, evolution and economic importance of vertebrates. Laboratory will be taxonomically oriented indoors and ecologically oriented on field trips. Biology S112 recommended.

3 class periods.            1 three-hour laboratory period.  
4 credit hours.

**S325 Summer Flora****Summer 1976 and even numbered years**

Students will be provided an opportunity to collect and identify flowering plants of southeastern Pennsylvania.

2 four-hour class periods.            4 credit hours.

**S345 Terrestrial Ecology****Fall Semester, beginning 1975**

A study of energy flow through principle terrestrial ecosystems. Field trips will be devoted to identifying producer organisms of major local ecological communities as well as the major consumers at various trophic levels. Attempts will be made to quantify energy flow through those local ecosystems examined. The effects of man on the ecosystem will be assessed whenever possible. Biology S112, S113 and Math S265 recommended.

2 three-hour class periods. 4 credit hours.

**S346 Aquatic Ecology****Spring 1976 and even numbered years**

An introduction to the organisms, plants and animals, characteristic of both flowing waters and ponds. Experience will be gained in field and laboratory techniques of collection, identification and preservation. An emphasis will be placed upon an understanding of the total aquatic community under both natural evolution and the influence of man. Biology S112, S113 and Math S265 recommended.

2 three-hour class periods. 4 credit hours.

**S398 Undergraduate Research****Fall Semester 1975**

Individual problems pursued by qualified students under supervision of a member of the biology faculty, designed to develop proficiency in biological research. Meetings and credits to be arranged—as required.

1—3 credit hours.

**S399 Undergraduate Research****Spring Semester 1976**

Same as S398.

1—3 credit hours.

**S401 Practical Biological Internship****Fall-Spring Semesters, beginning 1976-1977**

Designed to expose the major to the organization and administration of a biology laboratory. The student will participate in the planning and teaching (supervised) of one laboratory section, and will participate in regular biology staff meetings. Prerequisites: 20 semester hours of biology.

2 conference hours. 1 three-hour laboratory period.  
2 credit hours.

**S402 Laboratory Methods in Biology****Fall-Spring Semesters, beginning 1976-1977**

A study of the objectives, methods, selection and use of materials and related activities of teaching biology in the laboratory. Prerequisite: 20 semester hours of biology.

1 class period. 1 three-hour laboratory period.  
2 credit hours.

**S411 Seminar in Biology****Fall-Spring Semesters, beginning 1976-1977**

Study of selected topics in biology, with reports and group discussion of problems and current research in biology. Acquaint the students with the major sources of literature and their uses. Prerequisite: senior standing.

1 two-hour class period.

2 credit hours.

**S420 Ethology****Fall Semester, beginning 1976**

A study of basic behavioral patterns in animals including their probable causations, functions and evolution. Various levels of behavior (taxis, reflexes, instincts, learning and reasoning) will be explored. Laboratory time will be devoted to making observations on representative animals to develop ethograms for those species. S101 or S111 and S112 recommended.

3 class periods.

1 three-hour laboratory period.

4 credit hours.

## **BUSINESS ADMINISTRATION DEPARTMENT**

The Business Administration Department offers Baccalaureate degree and Associate degree programs in Accounting, Business Education, Management and Marketing, an Associate degree program in Retailing; and two Associate degree programs in Secretarial Studies, executive and medical. Economics is not a degree program but provides foundation and elective courses for a number of major programs. Normally, a student will take a minimum of 24 semester credits in the major subject for a Baccalaureate degree and 12 for an Associate degree. Each major program also has some requirements for supporting courses outside the major subject. In some cases these departmental requirements also serve to fulfill the general college requirements.

For guidance in scheduling see program listings and course descriptions (including prerequisites where applicable). All students should consult with their assigned faculty advisers periodically and those with special problems should see the department chairman.

### **Accounting**

**M203-M204 Elementary Accounting****Fall-Spring Semesters**

An introduction to the principles and concepts of accounting. The first semester's work covers the complete accounting cycle, including preparation of financial statements. In



the second semester, basic concepts, partnerships, corporations, systems, and accounting controls are studied. An introduction to data processing is also provided in second semester laboratory.

3 class periods. 1 one-hour laboratory period.  
3 credit hours each semester.

### **M301-M302 Intermediate Accounting**

**Fall-Spring Semesters**

A continuing study in depth of accounting principles and current concepts, in which theory and practice are reconciled. The student's analytical capacity is developed by use of the problem method throughout each semester. The basic principles of taxation and cost accounting are also introduced. These courses embody appropriate preparation for advanced accounting and an accounting career. Prerequisite: Elementary Accounting M204.

3 class periods. 3 credit hours each semester.

### **M305 Taxation**

**Fall Semester**

An introduction to Federal, state and local taxation. Class work regularly includes preparation of principal tax reports, and analysis of the IR code, state and local tax laws and regulations.

3 class periods. 3 credit hours.

### **M308 Management Accounting**

**Spring Semester**

Emphasizes the preparation, interpretation and use of accounting data for all elements of corporate internal management. The work includes: (a) analysis of financial statements, (b) cost and pricing practices, (c) budgeting and financial decision-making, (d) operational controls, and (e) current quantitative techniques. Prerequisite: Upper class standing and M203-M204 Elementary Accounting.

3 class periods. 3 credit hours.

### **M347 Cost Accounting**

**Fall Semester**

Basic cost accounting principles and procedures are studied. Overhead distribution and cost control applications, both machine and ADP, are included, as are budgetary forecasting and standard costs. Prerequisites: Elementary Accounting M203-M204.

3 class periods. 3 credit hours.

### **M398-M399 Independent Study**

**1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**M401-M402 Advanced Accounting and CPA Problems****Fall-Spring Semesters**

A continuing study in depth of accounting principles and current concepts, in which theory and practice are reconciled. The student's analytical capacity is developed by use of the problem method throughout each semester. The basic principles of taxation and cost accounting are also introduced. These courses embody appropriate preparation for advanced accounting and an accounting career. Prerequisite: Intermediate Accounting M302.

3 class periods.

3 credit hours each semester.

**M403 Auditing****Spring Semester**

A study of audit principles and current procedures, including special techniques in the prevention and detection of fraud, preparation of audit reports and working papers, and internal audit methods. Special attention is given to ADP audit procedures, preparation of audit programs, and AICPA requirements with respect to certification. Prerequisites: Intermediate Accounting M301-M302.

3 class periods.

3 credit hours.

**M406 Accounting Internship****Spring Semester**

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Senior Standing and departmental approval of each student participant's individual program. Credit awarded will be based on length and scope of each program.

2-6 credit hours.

**Business Education****M181-M182 Secretarial Orientation****Fall-Spring Semesters**

An introduction to the manners, practices, duties, and capacities required of the secretary in the business or professional fields.

1 class period.

1 credit hour each semester.

**M183 Elementary Typing****Fall Semester**

Designed for students with no previous knowledge or training in typewriting. Development of various skills within prescribed standards.

4 class periods.

2 credit hours.

**M185 Intermediate Typing****Fall Semester**

Designed for students with limited knowledge or training in typewriting. Development of various skills within prescribed standards.

4 class periods.

2 credit hours.

**M186 Typing II****Spring Semester**

Further development of typing skills based on prescribed standards. Emphasis is placed upon accuracy and speed in the preparation of letters, tabulations, rough drafts, manuscripts, business forms, etc. Prerequisite: Typing M183 or M185 or equivalent.

4 class periods.            2 credit hours.

**M191-M192 Shorthand (Gregg Diamond Jubilee System)****Fall-Spring Semesters**

The development of skills in reading and writing shorthand to attain a prescribed dictation speed with accuracy.

5 class periods.            3 credit hours each semester.

**M283-M284 Shorthand and Transcription****Fall-Spring Semesters**

This course includes complete coverage of Gregg Diamond Jubilee shorthand. Emphasis is placed on sustained dictation and transcription in mailable form. The student is trained to achieve an acceptable speed with comparable accuracy based on prescribed standards. Prerequisite: Typing M186 and Shorthand M192, or equivalent.

5 class periods.            3 credit hours.

**M286 Business Machines****Spring Semester**

The operation of the principal adding and calculating machines used in modern accounting and office work.

2 class periods.            1 credit hour.

**M287 Secretarial Practice I****Fall Semester**

Basic training in the numerous skills and procedures required in a business or professional office. This training includes: instruction in the preparation of business reports and forms, filing, switchboard, office communication, and practical office work experience. Prerequisite: Typing M186 or equivalent.

3 class periods.            3 credit hours.

2 one-hour practice periods.

**M288 Secretarial Practice II****Spring Semester**

This course is a continuation of M287 Secretarial Practice with emphasis on skill development.

2 class periods.            2 credit hours.

1 one-hour practice period.

Secretarial Students normally will take M286 Business Machines in conjunction with M288.

**M471 The Teaching of Business Subjects****Offered every Fall, beginning 1972**

Historical perspective on the development of the business education curriculum in public schools; objectives, methods and special considerations in the planning, organizing, teaching, and evaluating of business subjects taught in secondary schools. Open only to Business Education Majors.

3 class periods.                      3 credit hours.

**M473 Problems of Business Education****Beginning Fall 1973**

A study of the principles and problems of business education today; research, standards, guidance, follow-up studies, the development of courses of study, public relations with the community and businesses, and current legislation for vocational business education as taught in the area of vocational and secondary schools. Prerequisite: Junior or Senior standing.

3 class periods.                      3 credit hours.

**Economics****M221 Principles of Economics****Fall Semester**

A microeconomic study of the functioning of a free enterprise system. Price and output determination is explained by the interaction of supply and demand, the behavior of the firm and the household, and the impact of various market structures.

3 class periods.                      3 credit hours.

**M222 Principles of Economics****Spring Semester**

A macroeconomic study of the functioning of the American economy. Fiscal policy, monetary policy, and international economics are analyzed in order to understand our economic environment. M221 is not a prerequisite to M222.

3 class periods.                      3 credit hours.

**M331 Labor Relations****Fall Semester**

A study of problems in labor relations in the United States including the history and development of labor unions, their objectives, structure, government and internal management; collective bargaining unit emphasis on contract negotiation and arbitration; public policy, including labor legislation. Prerequisite: M242.

3 class periods.                      3 credit hours.

**M325 Economic Analysis (Microeconomics)****Alternate years beginning 1972**

A study of the theory of value and distribution. Prerequisite: Principles of Economics M221 and M222.

3 class periods.                      3 credit hours.

**M332 Money and Banking****Fall Semester**

A study of the process by which the Federal Government, its agencies, and the banking system supply money to meet the requirements of, and in a manner compatible with, our economic system. Prerequisite: Principles of Economics M222.

3 class periods. 3 credit hours.

**M398, M399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**M421 Introduction to Operations Research****Fall-Spring Semesters**

An interdisciplinary seminar dealing with various types of managerial problems in decision-making studied in the light of various disciplines, including Economics, Accounting, Business Management; problems in research, use of statistics and computers. Prerequisite: S265 Elements of Statistics.

3 class periods. 3 credit hours.

**M426 Economic Analysis (Macroeconomics)****Alternate years beginning 1973**

Survey of monetary theory through its historical development and in its present state; National Income Analysis; Business Cycles; Fiscal and Monetary Policies. Prerequisite: Money and Banking M332.

3 class periods. 3 credit hours.

**M428 International Economics****Spring, alternate years beginning 1973**

A study of international economics with attention directed toward foreign exchange, the international trade, and theories of economic growth. Prerequisite: Principles of Economics M221 or M222.

3 class periods. 3 credit hours.

**Management****M143-M144 Business Orientation****Fall-Spring Semesters**

A course designed for first year students conducted by the Business Administration faculty and guest business executives. The student will become acquainted with the opportunities, responsibilities, and challenges in the business field—and its requirements. In the first semester emphasis will be placed on strengthening quantitative and verbal skills. M143 is *not* a prerequisite for M144.

1 class period. 1 credit hour each semester.

**M165 Mathematics of Business****Fall Semester**

A study of current practice in computing interest, discount, payrolls, commissions and re-tailing ratios. Review of the security markets, debt retirement and the distribution of ownership and profit. Theory of insurance and insurance rates.

3 class periods. 3 credit hours.

**M241-M242 Business Organization and Management****Fall-Spring Semesters**

An introduction to the opportunities, responsibilities, and requirements in the field of business. The first semester covers the environment of business, types of business enterprises and principles of organization and management. The second semester deals with the principal business functional areas, such as marketing, production, personnel, and finance. Career opportunities and techniques of management are studied through field trips and the use of guest speakers.

3 class periods. 3 credits each semester.

**M266 Introduction to Data Processing****Fall-Spring Semesters**

This course is designed to acquaint the student with the equipment and methods employed in automated data processing systems and to enable the student to gain an understanding of uses and results of data processing as applied to modern business and industry.

2 class periods. 3 credit hours.

1 three-hour laboratory period.

**M267 Principles of Business Data Processing****Spring Semester**

Applications of digital computers to problems in data processing with examples from accounting, record updating, inventory control and report generations. Prerequisite: M266.

2 class periods. 3 credit hours.

1 three-hour laboratory period.

**M343 Production Control****Spring, odd years**

The organization, application and objectives of production control as it relates to all phases of manufacturing operations.

3 class periods. 3 credit hours.

**M345 Business Law****Fall Semester**

A study of the development of the Uniform Commercial Code, the Pennsylvania legal system, existing courts and procedures; fundamental study of the law of contracts, agency and commercial paper, and the effect, relationships, rights and obligations arising therefrom.

3 class periods. 3 credit hours.

**M346 Business Law****Spring Semester**

A study of the effects, rights, and obligations arising from partnerships, corporations, personal property, secured transactions, sales, bailments, common carriers, real estate, judgments, documents of title, and debtor-creditor relationships. Prerequisite: Elementary Business Law M345 or equivalent.

3 class periods. 3 credit hours.

**M348 Personnel Administration****Spring Semester**

A study of the nature of personnel administration; diagnosing organizational stability; building and maintaining work teams; wage and work assignments; and employee service programs. A study of actual case material is employed to illustrate the wide range of interrelated personnel problems. Prerequisite: Business Organization and Management M241.

3 class periods.      3 credit hours.

**M349 Introduction to Finance****Fall Semester**

An analysis of the financial problems of business; current and long term requirements for capital; analysis of the capital structure; characteristics of various types of securities and security marketing. Prerequisite: Elementary Accounting M203 and M204.

3 class periods.      3 credit hours.

**M354 Insurance****Fall Semester**

A basic introduction to the fundamentals of life, property and casualty insurance, with emphasis on the various types of risks, contract analysis, and cost.

3 class periods.      3 credit hours.

**M356 Industrial Management****Fall Semester**

The principles of factory organization, planning, equipment, production processes, product development, research, work measurements, costs, and procurement.

3 class periods.      3 credit hours.

**M357 Fundamentals of Real Estate****Fall Semester**

Designed to give the student an understanding of the basics of real estate practice. Includes: the concept of property, agency relationships between parties concerned, brokerage, sales, financing, trading, major instruments used, calculations required and ethical considerations. Prerequisite: Permission of the instructor.

2 class periods.      2 credit hours.

**M364 Statistics for Business****Spring Semester**

The application of quantitative methods, sampling, probability distributions and multiple correlations to common statistical problems and situations. Prerequisite: Statistics S265.

3 class periods.      3 credit hours.

**M398, M399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**M441 Seminar in Management****Fall Semester**

A senior course designed for development of managerial skills and understanding. A computer assisted business simulation exercise is used along with group action, organizational development and evaluation. Prerequisite: Senior standing.

3 class periods.      3 credit hours.

**M442 Business and Society****Fall Semester**

A brief study of the interaction of government and business operations, and their impact on Society. Prerequisite: M221 or M222. (See Economics.)

3 class periods.      3 credit hours.

**M446 Managerial Policies and Administrative Practice****Beginning Spring 1973**

Examines in detail the fundamental management processes of planning, organizing, directing and controlling that are involved in the management of all types of organizations, public and private. Applies management theories to the principal kinds of organizational problems that require management attention and decision. Prerequisite: M241-242.

3 class periods.      3 credit hours.

**Marketing and Retailing****M261 Advertising****Spring Semester**

The organization and functions of advertising from the viewpoint of management; types of advertising, media selection and evaluation, preparation of copy, and layout.

3 class periods.      3 credit hours.

**M262 Principles of Marketing****Fall and Spring Semesters**

A study of market research, the methods and people involved in bringing to the consumer the variety of goods and services produced through industry and agriculture. Prerequisite: Business Organization and Management M241.

3 class periods.      3 credit hours.

**M353 Transportation and Traffic****Spring Semester**

An introductory course presenting the current patterns of transportation, traffic practices and procedures. Consideration is given to the related problems of management, including costs, warehousing, plant and terminal facilities, personnel, equipment utilization, packaging and customer service. Prerequisite: M241 Business Organization and Management.

3 class periods.      3 credit hours.

**M365 Industrial Marketing****Spring Semester**

A study of the principles and practices employed in distributing industrial goods and



services; channels of distribution, pricing, service and delivery; industrial purchasing; sales policies. Prerequisite: Principles of Marketing M262.

3 class periods. 3 credit hours.

### **M367 Salesmanship**

**Offered every Fall, beginning 1972**

A study of selling fundamentals including personality development, the psychological principles of selling, customer attitudes and demand factors, the selling process, and the applications of the selling principles by various types of business outlets.

3 class periods. 3 credit hours.

### **M368 Principles of Retailing**

**Spring Semester**

A comprehensive course emphasizing the specific activities of management, merchandising and promotional functions required in the operations of a retail outlet in a competitive business environment.

3 class periods. 3 credit hours.

### **M369 Retail Buying and Merchandising**

**Spring Semester**

The buyer: functions and responsibilities; pre-buying preparation; selecting new lines; ordering. Resident buying. Buying and merchandising. Trends and procedures in fashion buying.

3 class periods. 3 credit hours.

### **M360 Consumer Behavior**

**Fall Semester**

An analysis of consumer behavior with reference to spending and saving habits, product preferences, shopping behavior, leisure time patterns, social change and mobility and the influence of advertising, selling and fashion trends.

3 class periods. 3 credit hours.

### **M370 Sales Promotion**

**Spring Semester**

Managerial control of sales development, with particular reference to direct mail advertising, sampling, premiums, sales and consumer contests, consumer education and dealer relations and the relation of these to sales force and advertising operation. Prerequisite: M262 Principles of Marketing.

3 class periods. 3 credit hours.

### **M398, M399 Independent Study**

**1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**M462 Marketing Research****Fall Semester**

Managerial uses of marketing research in formulating marketing strategy; includes determination of situations requiring research, appraisal of alternative research methods and evaluation of studies, including theoretical concepts in research methodology. Prerequisite: M262 Principles of Marketing or Permission from the Instructor.

3 class periods.      3 credit hours.

**M465 Marketing Policies and Strategies****Spring Semester**

This course is designed to develop an overall approach to the various functions of marketing and the understanding of marketing from the viewpoint of the chief executive. Emphasis on integration, inter-relationships with other business functions. Prerequisite: Senior Standing or Permission from the Instructor.

3 class periods.      3 credit hours.

**M468 Marketing Internship**

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Senior Standing and departmental approval of each student participant's individual program. Credit awarded will be based on length and scope of each program.

2—6 credit hours.

## **EDUCATION DEPARTMENT**

A. *Purposes and Programs.* York College seeks to develop effective teaching behavior and a commitment to teaching among its Education majors. Unless otherwise indicated, programs have received approval by the Pennsylvania Department of Education:

*Elementary Education (Grades K-6)*

*Secondary Education:*

*Biology (Commencing 1973-74 subject to approval by the  
Pennsylvania Department of Education)*

*Communications (English)*

*Social Studies*

*Business Education:*

*Secretarial*

*Accounting & Marketing*

- B. *Admission to, and Retention in, Teacher Education.* Students declare their major in a teacher education program by presenting the appropriate form to the Education Department Chairman. Upon acceptance, he assigns the student a faculty adviser. Elementary majors are advised by Education faculty; majors in secondary or business fields by the departmental coordinator in their academic area. To be eligible for institutional endorsement for certification, students entering as Education majors after the 1970–71 term are required to earn “C” or better marks in coursework as follows:
1. Required education and psychology courses as applicable to their program (EE201, EE301, EE302, EE303, EE304, SE350, SE351, EE401, EE402, EE403, EE404, or EE405, B363 and B366.)
  2. *Elementary:* E101, E102, S161, S162, S221, S222 and G250 (or S101, S181 and S182), and area concentration courses as designated on major’s checksheet.
  3. *Secondary and Business:* At least 70% of coursework in specialization area as designated on major’s checksheet.
- C. *Experiences with Children.* All Education majors are expected to give evidence of suitable background experiences in working with children in tutorial, instructional or supervised camping and recreational activities. Such accounting will be required on the application for admission to the Professional Semester.
- D. *The Professional Semester.* Education majors file a written application for admission as Seniors to the Professional Semester. A \$50.00 fee *must be deposited at the Business Office before submitting the application.* Forms are available from the Education Department; these *must be completed and returned by the end of the Fall Semester preceding the academic year in which enrollment in the Professional Semester is desired.* Applicants are reviewed by faculty committees and notified of action taken prior to registration for Senior offerings. A student who has not removed deficiencies in his professional courses, concentration or specialization courses, or who is on academic probation will *not* be enrolled in the Professional Semester. *A student enrolled in the Professional Semester*

*carries no other coursework.* If accepted for the Professional Semester, the \$50.00 deposit is credited toward the student teaching fee; if denied enrollment, the deposit is refunded. During the Professional Semester, the student first engages three courses intensively for six credit hours; during the last part of the semester, he engages in a full-time student teaching assignment in a cooperating school.

- E. *Student Teaching.* The College endeavors to arrange suitable student teaching arrangements for all students admitted to the Professional Semester; it cannot guarantee assignments. Wide variance among schools in such matters as professional standards, faculty decorum and dress codes, and policies in respect to the number and type of student teachers to be accepted necessitates that the College operate within such external impositions. Accordingly, student teachers adhere to the school calendar, policies and practices prevalent in the school to which assigned. York College provides liability insurance for its student teachers to a \$50,000.00 maximum (corporal punishment excepted).
- F. *Teacher Certification and Placement Services.* Upon successful completion of an approved teacher education program, the award of a baccalaureate degree, and institutional endorsement to the appropriate state agency, a graduate is awarded a teaching certificate.

Bona fide teacher education students register with the College Placement Office to establish referral credentials and contact prospective employers.

## **Professional Education**

### **EE201 Elementary Curriculum I**

**Fall, beginning 1973**

Preparation for, and practice in, teaching communication skills in the elementary school. Potential elementary teachers are provided the essential techniques, approaches and familiarity with materials needed to assist the child in developing the fundamental skills of oral and written communications. An important segment is devoted to children's literature: teacher awareness and appreciation of its role and the utilization of "trade books" within the curriculum.

3 class periods.

3 credit hours.

**EE221 Introduction to American Education****Every Semester**

Emphasizes the role of the school in the societal setting, the functions of schools in a changing society, community and governmental influences upon education, the school as both producer and product of social change, and the historical development of schools in America. Relates the teacher's roles and surveys philosophical influences.

3 class periods.          3 credit hours.

**EE301 Developmental Reading****Fall Semester**

Surveys the development of reading instruction in American schools with emphasis upon the psychological basis of the reading process and the perceptual nature of the reading act. Provides functional familiarity with methods and materials used in developing readiness and in teaching reading to young children. Prerequisites: EE201, B363 and B366 or permission of the Department Chairman.

3 class periods.          3 credit hours.

**EE302 Diagnostic and Remedial Reading****Spring Semester**

Surveys problems in diagnosing and handling of pupils' reading difficulties to include appraisal techniques, procedures, and materials for corrective and remedial instruction. Prerequisite: EE301.

3 class periods.          3 credit hours.

**EE303 Elementary Curriculum II****Fall Semester**

Preparation for, and practice in, teaching elementary school science and mathematics. Emphasis is placed upon the inquiry approach, the development of concepts and conceptual approaches to teaching, strategies employed in providing background knowledge, solution-centered questioning skills, class organization and grouping modes, and planning and assessment procedures. Prerequisites: B363 and B366, or permission of the Department Chairman.

3 class periods.          3 credit hours.

**EE304 Elementary Curriculum III****Spring Semester**

Preparation for, and practice in, teaching elementary school social studies, creative arts, and health and physical education. Familiarizes prospective teachers with recent techniques, approaches, methods and materials for teaching social studies; procedures for correlating the creative and expressive arts and methods for teaching the creative and expressive arts, health and physical education as separate subjects. Prerequisites: B363 and B366, or permission of the Department Chairman.

3 class periods.          3 credit hours.

**SE350 Secondary School Curriculum****Fall Semester**

Develops the teacher's role in arranging adequate scope, sequence and activities within

an integrated and articulated secondary school curriculum. Through individual research and group project, students explore the structure of disciplines within their areas of certification, representative course syllabi, approaches and materials of some newer curriculum projects, and findings related to the teaching of secondary-level subjects. Instructional objectives and teacher planning are emphasized. Classroom behavior of teacher and learners are analyzed through use of filmed vignettes. Prerequisite: B363, or permission of the Department Chairman.

3 class periods. 3 credit hours.

### **SE351 Secondary Teaching Skills**

**Spring Semester**

Teaching skills are modeled by use of film to provide a broad repertoire of teaching behavior. Students develop and present minilessons; through critique and continued practice, growth in teaching skills is accomplished. Attention is given to the academic teacher's role in furthering students' reading and study skills. Other class activities and assignments prepare one to handle the teacher's related, non-instructional roles. Prerequisites: SE350 and B363.

3 class periods. 3 credit hours.

### **SE398, SE399 Independent Study**

**1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

### **EE401 Instructional Media**

**Offered every Semester**

Surveys principles underlying the use of audio-visual materials and devices in teaching and the utilization of teacher-made and commercial materials. Through laboratory work, familiarizes the prospective teacher with typical classroom hardware and software items. Prerequisite: Admission to the Professional Semester.

By appointment during the first part of the semester. 2 credit hours.

### **EE402 Professional Orientation and School Law**

**Offered every Semester**

Reviews public school structure and organization in terms of the teacher's role and his relationships with school board, administrators, supervisors, other professional and para-professional personnel, and school patrons. Familiarization with the legal foundations applicable to employment and functioning in a public school setting. Prerequisite: Admission to the Professional Semester.

One two-hour period during 2 credit hours.  
first part of the semester.

**EE403 Educational Evaluation****Offered every Semester**

Focuses upon principles and procedures underlying measurement and evaluation of learning with emphasis upon applying test criteria to commercially-available tests, the type of teacher-made test items, statistical treatment and interpretation of test scores, and procedures for appraising and reporting pupil progress. This course is conducted primarily on a self-pacing basis. Prerequisite: Admission to the Professional Semester.

By appointment during first part of the semester. 2 credit hours.

**EE404 Directed Observation and Student Teaching****Offered every Semester**

Under supervision of college and cooperating school staff, the student engages in the actual planning, conduct and evaluation of classroom learning activities. A weekly seminar focusing upon integration of all aspects of the practicum is an integral part of the course. Prerequisite: Admission to the Professional Semester, and successful completion of Ed. 401, Ed. 402 and Ed. 403. Course Fee: \$50.00.

Unit A—Biology                      Unit D—Social Studies

Unit B—Bus. Ed.                      Unit E—Elem. Ed.

Unit C—Communications

Full-time by appointment                      8 credit hours.  
during last part of the semester.

**EE405 Independent Study in Education****Offered as required**

This offering is intended only for Education majors of Senior standing who do not engage in student teaching. Under the direction of designated departmental faculty, the student engages in research or developmental activities specifically related to a topic or project approved by the Departmental Chairman. The student is required to submit tangible evidence of his activities and resultant growth for evaluation. Prerequisite: Admission to the Professional Semester and permission of the Departmental Chairman.

Full-time, by appointment during last part of semester. 8 credit hours.

**Physical Education**

Courses in physical education help in the maintenance of fitness and are intended to enable students to develop skills, a knowledge of the rules and other aspects of the activities offered.

**Team Sport****PE100 Touch Football and Wrestling (Men)**

Introduction to the history, rules and techniques of participation of the popular intramural

sport of touch football. In wrestling emphasis will be placed in the areas of strategy, rules, terminology and techniques of participation.

2 class periods. 1 credit hour.

**PE101 Soccer and Volleyball (Men)**

An introductory course with emphasis placed on the history, terminology, equipment, strategy, rules and training procedures of these popular team sports.

2 class periods. 1 credit hour.

**PE102 Softball and Basketball (Men)**

Emphasis is placed on equipment, rules, terminology, strategy, and techniques of participation of these popular team sports.

2 class periods. 1 credit hour.

**PE103 Field Hockey and Volleyball (Women)**

Review of the basic skills with special emphasis on history, rules, terminology, strategy, equipment and techniques of participation.

2 class periods. 1 credit hour.

**PE104 Softball and Basketball (Women)**

Review of the basic skills with special emphasis on history, rules, terminology, strategy, equipment and techniques of participation.

2 class periods. 1 credit hour.

**Individual Sport**

**PE110 Beginning Bowling (Coed)**

An introductory course with special emphasis on equipment, rules, terminology, techniques of participation, etiquette, handicaps and league play.

2 class periods. 1 credit hour.

**PE111 Archery and Social Dance (Coed)**

A brief survey of the skills and safety factors and their application to archery target shooting. Also, a survey of ballroom and modern dancing.

2 class periods. 1 credit hour.

**PE112 Folk and Square Dance (Coed)**

A brief survey of the dances of various countries. Special emphasis will be placed on the schottische, polka, waltz, square dance and their historical derivation.

2 class periods. 1 credit hour.



**PE113 Gymnastics and Apparatus (Coed)**

An introduction to apparatus including balance beam, side horse, vaulting box, parallel bars, high bar, rings and trampoline. Emphasis will be placed on individual achievement.

2 class periods. 1 credit hour.

**PE114 Tumbling and Stunts (Coed)**

An introduction to tumbling covering a wide range of skills from the basic to the highly advanced with special emphasis on individual achievement. Also, partner, group tumbling and balance stunts will be utilized.

2 class periods. 1 credit hour.

**PE115 Tennis and Badminton (Coed)**

Emphasis will be placed on the history, equipment, rules, strategy, terminology and techniques of participation of these popular individual sports.

2 class periods. 1 credit hour.

**PE117 Modern Dance (Women)**

A creative approach to movement exploration with special emphasis on dance as related to the specific art periods.

2 class periods. 1 credit hour.

**PE118 Physical Fitness and Conditioning (Men)**

A course designed to improve basic physical abilities such as strength, endurance, and neuromuscular coordination. Concentration is upon individual activities and individual improvement of his physical well-being.

2 class periods. 1 credit hour.

**Aquatic Activities****PE120 Beginning Swimming (Coed)**

An introduction to the recreational sport of swimming with emphasis placed upon elementary strokes, dives, survival techniques and applications of basic mechanical principles to safe aquatic activities. Nationally recognized certification issued upon completion of course requirements and student request.

2 class periods. 1 credit hour.

**PE121 Intermediate/Advanced Swimming (Coed)**

Prerequisite is completion of PE 120 Beginning Swimming or demonstration of equivalent skills. Beginning skills are reviewed and more difficult aquatic activities are introduced. Special emphasis will be placed on strokes, dives, and methods of personal safety and self-rescue. Preparatory skin diving techniques are introduced. Nationally recognized certification issued upon completion of course requirements and student request.

2 class periods. 1 credit hour.

**PE124 Lifesaving (Coed)**

Prerequisite is completion of PE 121 Intermediate /Advanced Swimming or demonstration or equivalent swimming skills. Emphasis is placed on all aquatic skills required to become nationally certified in lifesaving. The areas of water safety, artificial respiration, first aid, and lifeguard techniques are also stressed. Nationally recognized certification issued upon completion of course requirements.

2 class periods. 1 credit hour.

**PE125 Skin and Scuba Diving (Coed)**

Prerequisite is the passing of the Skin and Scuba entrance examination or the completion of PE121 or PE122. A complete course of all practical and necessary Skin Diving and Scuba Diving skills, and lectures with special emphasis placed on: Diving Physics, Diving Physiology, Diving Equipment, Underwater Environment, and Needed First-aid Procedures. Nationally recognized certification issued upon completion of course requirements. Laboratory fee \$10.00.

2 class periods. 1 credit hour.

**PE126 Aquatic Leadership (Coed)**

Prerequisite is possession of current senior lifesaving certification. An instructor's course in swimming, diving, water safety, and lifesaving techniques. Special emphasis will be placed on techniques of aquatic instruction. An opportunity for practical teaching experience will be offered as required for certification. Nationally recognized certification issued upon completion of course requirements.

2 class periods. 2 credit hours.

1 laboratory period.

## **ENGLISH DEPARTMENT**

### **Bachelor of Arts**

The English Department offers courses leading to a baccalaureate degree in English. It also offers, in conjunction with the Education Department, a program which qualifies Secondary Education majors to teach English. For the specific requirements of these two programs, see the "Programs of Study" section of the Catalog.

English Composition *E101-102* is a prerequisite for all other English courses (except *C25*). Only the Senior English Seminar is reserved for Seniors; all other courses are open to all students who have completed Freshman English.

**C25 English Review****Fall-Spring Semesters**

A review of the fundamentals of sentence construction and of paragraph-writing.

3 class periods. No credit.

**E101-E102 English Composition****Fall-Spring Semesters**

Study and practice in the principles and techniques of expository writing, including the writing of research papers. During the second semester, emphasis is placed upon the use of literary selections as stimuli for writing assignments.

3 class periods. 3 credit hours each semester.

**E204 Introduction to Speech****Fall-Spring Semesters**

Practice in addressing an audience and communicating ideas effectively by organizing and delivering speeches to inform and persuade. The student also learns to criticize speeches made by himself and others, and he is helped to improve his vocal quality and intelligibility in delivery.

3 class periods. 3 credit hours.

**E205 Speech—Oral Interpretation****Fall Semester**

The discipline of reading aloud from a variety of forms of literature to develop skills and techniques for communicating the author's ideas and the reader's emotional responses.

3 class periods. 3 credit hours.

**E216 Voice and Diction****Spring, even numbered years**

The study of voice production, articulation, and elementary phonetics, for the purpose of improving speech habits. Tape recordings are made to stimulate vocal flexibility and precision and to diagnose faults of voice production.

3 class periods. 3 credit hours.

**E220 Communication and Report Writing****Fall-Spring Semesters**

The development of insights and skills in communication elements most commonly encountered in business, industry, and the professions.

3 class periods. 3 credit hours.

**E230 Introduction to Broadcasting****Spring Semester**

An introduction to radio-television news reporting and writing and to some of the technical and practical aspects of station management. Work in class is supplemented by laboratory work in operating the College radio station.

3 class periods. 3 credit hours.

**E254 Theatre Arts****Fall-Spring Semesters**

A study of the history of the drama and some of the techniques of play production.

3 class periods. 3 credit hours.

**E256 History of the English Language****Spring Semester**

A study of the development of the English language from Old English to Modern English.

3 class periods. 3 credit hours.

**E271 Journalism****Fall Semester**

An introduction to the theory and practice of obtaining, preparing, and editing news stories and to some of the considerations involved in publishing a newspaper. Work in the classroom is supplemented by laboratory work in preparing the College newspaper.

3 class periods. 3 credit hours.

**E281 American Literature to 1885****Fall Semester**

A study of masterpieces of American literature through Mark Twain.

3 class periods. 3 credit hours.

**E282 American Literature after 1885****Spring Semester**

A study of masterpieces of American literature from Henry James through William Faulkner.

3 class periods. 3 credit hours.

**E285 European Literature to 1600****Fall Semester**

A study of masterpieces of Greek and Roman classics, medieval literature, and Renaissance literature.

3 class periods. 3 credit hours.

**E286 European Literature since 1600****Spring Semester**

A study of masterpieces of European literature since the Renaissance.

3 class periods. 3 credit hours.

**E291 The Short Story****Fall, even numbered years**

A study of the development, forms, and techniques of the short story.

3 class periods. 3 credit hours.

**E304 Group Discussion****Spring Semester**

Study and practice in how to participate in, lead, and evaluate the discussions of groups which meet for problem-solving or for enlightenment—study groups, committees, conferences, panels, public interviews, symposiums, and forums.

3 class periods. 3 credit hours.

**E310 Creative Writing****Spring Semester**

A writing seminar for students interested in developing their imaginative writing powers.

3 class periods. 3 credit hours.

**E311 Mass Media and the Communication Arts****Fall Semester**

Explorations in the perceptual challenges to traditional spoken and written communications arts posed by the mass media.

3 class periods. 3 credit hours.

**E315 Advanced Composition****Fall Semester**

Advanced expository writing for upperclassmen.

3 class periods. 3 credit hours.

**E317 Introduction to Film****Fall, odd numbered years**

Film as a communicative and artistic medium. Students view and analyze films important to the history of the medium, and films illustrative of particular technical and artistic approaches. They also have opportunities to do descriptive and interpretive writing on films and to participate in the production of films.

3 class periods. 3 credit hours.

**E320 Linguistics****Spring, even numbered years**

Consideration of modern linguistic approaches to language and their application to teaching English grammar.

3 class periods. 3 credit hours.

**E321 The Early Novel****Fall, even numbered years**

A study of the origins and development of the novel, chiefly in England and France, to the early nineteenth century.

3 class periods. 3 credit hours.

**E322 The Nineteenth-Century Novel****Spring, odd numbered years**

A study of the flowering of the novel, especially in England, France, and Russia.

3 class periods. 3 credit hours.

**E323 Shakespeare's History Plays and Comedies****Fall Semester**

A study of Shakespeare's sources and his methods of writing history and comedy.

3 class periods. 3 credit hours.

**E324 Shakespeare's Tragedies****Spring Semester**

A study of the Elizabethan theatre and Shakespeare's great tragedies.

3 class periods. 3 credit hours.

**E325 Current Literature****Fall, odd numbered years**

An exploration of poets and novelists (chiefly British and American) since World War II.

3 class periods. 3 credit hours.

**E326 Twentieth-Century British Literature****Spring, even numbered years**

Nondramatic British literature up to World War II.

3 class periods. 3 credit hours.

**E398, E399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**E401 Senior English Seminar****Fall Semester**

Directed research and writing under close supervision. Required for all seniors who are English majors.

3 class periods. 3 credit hours.

**E410 Elements of Criticism****Spring, even numbered years**

An examination of critical trends in European and American writers of the past two centuries.

3 class periods. 3 credit hours.

**E413 Restoration and Eighteenth-Century English Literature****Fall, odd numbered years**

The works of Dryden, Swift, Pope, Johnson, and some of their contemporaries.

3 class periods. 3 credit hours.

**E416 Modern Drama****Spring, odd numbered years**

A study of the plays of modern American and European playwrights including Ibsen, Shaw, O'Neill, Chekhov, Pirandello, Miller, and Brecht.

3 class periods. 3 credit hours.

**E417 The Middle Ages****Fall, even numbered years**A study of the *Canterbury Tales* and the medieval romance, read primarily in translation.

3 class periods. 3 credit hours.

**E418 The Romantic Poets****Spring, odd numbered years**

A study of Blake, Byron, Wordsworth, Shelley, Keats and their circles.

3 class periods. 3 credit hours.

**E419 Seventeenth-Century English Literature****Fall, even numbered years**

The works of Donne, Jonson, Milton, and some of their contemporaries.

3 class periods. 3 credit hours.

**E421 Victorian Literature****Fall, odd numbered years**

A study of representative authors of the Victorian period—chiefly Tennyson, Hopkins, Dickens, George Eliot, Arnold, Ruskin, and Browning.

3 class periods.      3 credit hours.

**E422 The English Renaissance****Spring, odd numbered years**

A study of the dramatic and nondramatic English literature of the sixteenth and early seventeenth centuries (excluding Shakespeare).

3 class periods.      3 credit hours.

**E425 Afro-American Literature to 1910****Fall Semester**

A study of black American writing from the prerevolutionary period to the early twentieth century.

3 class periods.      3 credit hours.

**E426 Afro-American Literature since 1910****Spring Semester**

A study of the major black American writers and speakers of this century.

3 class periods.      3 credit hours.

**E428 Teaching English in Secondary Schools****Offered on Request**

A philosophy and methods of teaching literature and composition to high school students.

3 class periods.      3 credit hours.

## **HISTORY AND SOCIAL SCIENCE DEPARTMENT**

### **Bachelor of Arts**

The Department of History and Social Sciences offers to all students of the College courses of general, cultural and educational value. It seeks not only to provide knowledge in special fields, but also to prepare the student for his duties as a citizen and to afford him instruction which will aid him in his daily life and in his chosen profession.

The Department offers a Baccalaureate Program in History. Students majoring in History will be required to take a minimum of 36 credit hours in this subject—this will include the 15 credit hours of required courses. Each history major, in consultation with his adviser, will work out a program of studies which must include advanced courses in both American and European history areas. Students are encouraged to take at least one semester course in non-Western history offerings to insure breadth as well

as depth in their history major. History majors must complete, satisfactorily, at least the intermediate level in one foreign language. Those who plan to attend graduate school are encouraged to take two years, or equivalent, of a second foreign language.

The Department also offers a curriculum in International Studies leading to a Bachelor of Arts Degree. Required courses include a concentration in Intercultural Studies and Political Science. Students majoring in International Studies are expected to achieve an intermediate proficiency in one foreign language. The curriculum is suggested for those planning to enter various fields with the Federal Government, International Organizations or in International Trade.

## **Geography**

### **G243 World Geography**

**Fall Semester**

The relation of man to his natural environment; motions of earth, land forms, bodies of water, soils, minerals, weather, climate, plants and animals, projections.

3 class periods. 3 credit hours.

### **G244 Economic Geography**

**Spring Semester**

An introductory survey and analysis of world patterns of economic activity. Emphasis is placed on raw material occurrence, resource potential, circulation of trade and services and principles governing the location of manufacturing and commercial activity.

3 class periods. 3 credit hours.

### **G341 Geography of Anglo-America**

**Spring Semester**

A regional study of the United States and Canada emphasizing physical, cultural and economic aspects as well as geographic sub-regions, urban development and population characteristics.

3 class periods. 3 credit hours.

### **G345 Urban Geography**

**Fall Semester**

Systematic study of urban areas and metropolitan groupings with special emphasis on Anglo-America.

3 class periods. 3 credit hours.

## **History**

### **H121-H122 The History of Western Civilization**

**Fall-Spring Semester**

Covers material from pre-literary history to the present; the civilizations of the Near East and the Mediterranean; medieval history; the Renaissance and Reformation; the expan-



sion of Europe, the French Revolution; the Industrial Revolution; nationalism in Italy, Germany, and the Balkans; the first World War; post-war Europe, the second World War and contemporary history.

3 class periods. 3 credit hours each semester.

### **H221-H222 History of the United States**

**Fall-Spring Semester**

A survey covering the political, economic, and social development of the United States from 1492 to the present. The first semester will cover United States History from 1492 to 1865. The second semester will trace American developments from 1865 to the present.

3 class periods. 3 credit hours each semester.

### **H224 Ancient History (Prehistory to 476)**

**Fall, 1972**

Traces the prehistory of Man, the origins of civilization in the Near East, the achievements of Greek civilization, and the rise and decline of Roman power in the Mediterranean with emphasis upon the political, social, economic, and cultural aspects of classical civilization perpetuated in the western tradition.

3 class periods. 3 credit hours.

### **H225 Medieval Civilization**

**Spring, odd numbered years**

The political, economic, and intellectual evolution of European civilization from the destruction of the Roman Empire in the 5th century A.D. to the late 13th century. Some attention will be given to the development of Eastern Europe. Prerequisite: History H122.

3 class periods. 3 credit hours.

### **H226 Renaissance and Reformation (1300-1648)**

**Fall Semester**

The transition from medieval to modern Europe with major emphasis upon significant intellectual, religious, political and economic changes during these centuries. Prerequisite: History H122.

3 class periods. 3 credit hours.

### **H227-H228 History of Latin America**

**Fall-Spring Semester**

The first semester will concentrate upon a synthesis and interpretation of the principal factors in the development of Latin America to 1850. Major emphasis will be on the Colonial Era. The second semester will stress the major political, social, and economic developments of Latin American nations from the National Period to the present. Events of the twentieth century will be emphasized.

3 class periods. 3 credit hours each semester.

### **H315 Age of Revolution (1600-1815)**

**Fall Semester**

An analysis of the similarities and the differences to be found in a study of the political, economic, and cultural developments of the English, American and French Revolutions. Prerequisite: History H122.

3 class periods. 3 credit hours.

**H322 American Colonial History****Fall Semester**

Colonial origins of American society including institutions, attitudes and social patterns. A review of the breakdown of the Anglo-American political system, the Revolutionary War, political and social realignments, and the development of government to 1783.

3 class periods. 3 credit hours.

**H324 The New American Nation (1787-1828)****Spring Semester**

An intensive study of the most significant men, events, and trends, in the first generation of American national growth.

3 class periods. 3 credit hours.

**H325 The Jacksonian Era (Middle Period, 1816-1865)****Fall Semester**

An analysis of the political, economic and social forces which characterized this period in American history. Growing sectional tensions, major personalities, popular culture and seminal ideas will be stressed.

3 class periods. 3 credit hours.

**H326 Recent American History****Fall Semester**

An intensive examination of the political forces and social factors from 1914 which combined to produce the U.S. of today. Emphasis on America's growing participation in world affairs.

3 class periods. 3 credit hours.

**H327 The Emergence of Modern America, 1877-1914****Fall Semester**

A continuation of the American history sequence from Reconstruction to the Wilson Era. Emphasis on the Civil War legacy, economic growth and its consequences, the Gilded Age, overseas expansion and rise to world power, protest and reform, including the Progressive Movement.

3 class periods. 3 credit hours.

**H328 Tsarist Russia****Fall Semester**

A study of political, religious, intellectual, economic and diplomatic developments of Russia from the Kievan period to 1861 with emphasis on cultural history and the 19th century conflict between established forces and the revolutionary ideas and groups.

3 class periods. 3 credit hours.

**H329 Civil War and Reconstruction****Spring Semester**

A study of sectional discord and constitutional crises as antecedents to secession and armed conflict. Emphasis will be placed on the political, social and economic trends in the Civil War and in the Reconstruction Era. Prerequisite: History H221-H222.

3 class periods. 3 credit hours.

**H330 Twentieth Century Russia****Spring Semester**

A study of Russia from 1861 to present. Russia on the eve of World War I; an analysis of various revolutions which have swept Russia; emphasis on internal, political, socio-economic and cultural developments under Communist regime; and expansion of Russia and communist power connected with World War II and after.

3 class periods. 3 credit hours.

**H332 Eastern and Central Europe****Spring Semester**

A survey of the histories of Eastern and Central European countries with special emphasis on the contemporary history of the so-called "Soviet Bloc" nations and their relative significance in the modern world.

3 class periods. 3 credit hours.

**H333-H334 History of England****Fall and Spring, odd numbered years**

A survey of the major political, economic and social trends in England from 55 B.C. to the present. The first semester will trace the evolution of the English people and their government from the Roman conquest to the end of the 17th century. The second semester will concentrate on the major trends in Britain and the Empire from 1700 to the present.

3 class periods. 3 credit hours each semester.

**H398, H399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**H411 European Intellectual History****Spring Semester**

Investigates some of the major intellectual, literary and artistic trends of the European world since 1700.

3 class periods. 3 credit hours.

**H415 The Age of Nationalism****Spring Semester**

The growth of modern nationalism in the wake of the French Revolution of 1789. German and Italian unification; pan-Slavism and American Nationalism. The rise of national consciousness in the non-Western World; Black Nationalism in the U.S.A.

3 class periods. 3 credit hours.

**H417 Economic History of Europe****Spring Semester**

The major economic trends since the Age of Exploration. Mercantilism and its effect on

the development of the national state and middle class. Laissez faire economy and the Industrial Revolution. Neo-Colonialism and the two World Wars. Economic Imperialism and the postwar era.

3 class periods. 3 credit hours.

**H427-H428 Modern Europe (1815 to present) Fall and Spring, even numbered years**

An analysis of the major political, economic and social developments in Europe from the Congress of Vienna. Major topics will include the revolutions of 1830 and 1848, the unifications of Germany and Italy, the problems of nationalism, and imperialism in the first semester. The emergence of communism, World Wars I and II, and the problems of the post war eras will be developed in the second semester.

3 class periods. 3 credit hours, each semester.

**H429 American Diplomatic History**

**Spring, odd numbered years**

An analysis of American diplomacy from the early Republic through the diplomatic crises of the Civil War, the Spanish-American War, World War I and World War II to the Cold War problems of the present.

3 class periods. 3 credit hours.

**H441 American Economic History**

**Spring Semester**

A study of the development of the American economy from Colonial times to present with an emphasis on the late 19th and 20th centuries, stressing the growth of labor, rise of big business, and the changing role of government in the nation's economy from the Civil War to present.

3 class periods. 3 credit hours.

**H450 American Intellectual and Cultural History**

**Fall Semester**

A review of the main social and cultural currents in American history since Colonial times as reflected in political and economic developments, social thought, theology, science and philosophy with particular emphasis on the interaction between ideas and social structure.

3 class periods. 3 credit hours.

**H439-H440 Seminar in History**

**Fall-Spring Semesters**

Selected topics dealing with research, methodology and philosophy of historical thought. Open to seniors with a concentration in history.

3 class periods. 3 credit hours.

**Intercultural Studies**

The basic purpose of the Intercultural Studies program is to offer students an introduction to Africa, the Far East, Latin America and the Middle East as a means of broadening their international awareness in a

time of expanding horizons. This introductory course achieves maximum breadth through an interdisciplinary and intercultural approach. To meet the interests of those students whose introductory work has given them a desire for more intensive studies, as well as to meet the needs of students in other departments who on an elective basis, wish to study a non-Western world area intensively on an advanced basis, a series of upper-level courses will be offered.

Intercultural Studies serve several important needs. They (1) provide a foundation for specialized study in a given geographical and cultural area, (2) introduce the student to much of the world hitherto not always recognized in higher education, and (3) meet certain graduation requirements.

<b>X143</b>	<b>Introduction to Africa</b>	<b>Three credits</b>
<b>X144</b>	<b>Introduction to the Far East</b>	<b>Three credits</b>
<b>X145</b>	<b>Introduction to Latin America</b>	<b>Three credits</b>
<b>X146</b>	<b>Introduction to the Middle East</b>	<b>Three credits</b>

Each of the above courses is an introductory survey of the designated area. The course content is interdisciplinary and encompasses aspects of history, government, sociology, anthropology, art, music, literature and religion of the particular area. Appropriate use is made of audio-visual material to aid the student toward a fuller appreciation and understanding.

<b>X441-X442</b>	<b>Contemporary Africa I and II</b>	<b>Three credit hours</b> <b>Fall and Spring, odd numbered years</b>
<b>X443-X444</b>	<b>Contemporary Far East I and II</b>	<b>Three credit hours</b> <b>Fall and Spring, even numbered years</b>
<b>X445-X446</b>	<b>Contemporary Latin America I and II</b>	<b>Three credit hours</b> <b>Fall and Spring, odd numbered years</b>
<b>X447-X448</b>	<b>Contemporary Middle East I and II</b>	<b>Three credit hours</b> <b>Fall and Spring, even numbered years</b>

An analysis in depth primarily from the standpoint of government and politics and national relations of Contemporary Africa, Latin America, Far East and the Middle East. This advanced course in area study will also be conducted on an interdisciplinary, intercultural plane to allow greater breadth of approach.

Prerequisites for this course will be six hours of History or the permission of the instructor.

## **Political Science**

### **PS201 Introduction to Political Science**

**Fall Semester**

A course designed for those beginning the study of political science. Particular emphasis on the general characteristics, the concepts and the study of political science trends.

3 class periods.      3 credit hours.

### **PS241 American Government**

**Fall Semester**

The structure and functions of American national government, the nature of federalism; the extent of national powers; the influence of political parties.

3 class periods.      3 credit hours.

### **PS242 State and Local Government**

**Spring Semester**

The structure and functions of the major types of state, county and city governments, regional authorities; metropolitan areas. Special attention will be given to the government of the state of Pennsylvania. Prerequisite: American Government H241.

3 class periods.      3 credit hours.

### **PS301 Comparative Government**

**Fall, odd numbered years**

A comparative examination of the governmental systems and political processes of selected Western democracies, developing nations and communist states.

3 class periods.      3 credit hours.

### **PS302 International Relations**

**Spring, even numbered years**

An introduction to major influences in relations between states. Emphasis on theories of international politics, international organization, particularly the United Nations, international law, the role of the International Court of Justice, big-power relations and the problems of less-developed countries as they relate to international order.

3 class periods.      3 credit hours.

## **HUMANITIES AND FINE ARTS DEPARTMENT**

### **Bachelor of Arts**

The Department of Humanities and Fine Arts offers a variety of courses leading to the Baccalaureate degree in Art, Humanities, and Music, and the Associate degree in Art, Music, and Philosophy.

Students interested in the above majors should turn to the recommended program of study and consult the department chairman for additional details and requirements.

The educational philosophy of the Department of Humanities and Fine Arts aims at the development of its majors' perceptive, creative, articulative, and rational capacities and professional interests.

### **Art Appreciation, History, and Theory**

#### **A101 Introduction to Art Appreciation**

**Fall-Spring Semesters**

A non-technical course dealing with the varieties of art forms (painting, sculpture, architecture), and the dynamics of esthetic design. Field trips are included.

3 class periods. 3 credit hours.

#### **A203 History and Appreciation of Art I**

**Fall Semester**

Survey of the major developments in painting, sculpture, and architecture of the ancient and medieval world. The dynamics of esthetics and design will be also considered in the light of various intellectual and cultural aspects of the ancient and medieval societies. Prerequisite: A101.

3 class periods. 3 credit hours.

#### **A205 History and Appreciation of Art II**

**Spring Semester**

Survey of painting, sculpture, and architecture of the Western World from the Renaissance to the end of the eighteenth century. The dynamics of esthetics and design will be considered in the light of the various intellectual and cultural aspects of the period. Prerequisite: A203.

3 class periods. 3 credit hours.

#### **A301 History and Appreciation of Art III**

**Fall Semester**

The development of art from the end of the eighteenth century to the present with emphasis on twentieth century painting, sculpture, and architecture. The dynamics of esthetics and design will be also interpreted in the light of prevailing social issues, intellectual attitudes, and artistic traditions of the various regions and nations of Europe. Prerequisite: A205.

3 class periods. 3 credit hours.

#### **A207 Drawing I**

**Fall Semester**

Basic drawing experience to develop an understanding of form, stressing quality of line, and including the investigation of texture, lighting, and methods of representing space. Emphasis upon composition and the organization of form and space in drawing. Experience in working with various drawing media such as charcoal, pencil, pen and ink, and wash drawings. Figurative drawing will also be stressed.

6 lecture and studio periods. 3 credit hours.

**A208 Drawing II****Spring Semester**

A continuation of Drawing I with further emphasis on the development of form and the representation of space. Progressive exploration of the various drawing media and an emphasis upon the individual's own unique drawing ability and potential. Prerequisite: Drawing I A207.

6 lecture and studio periods. 3 credit hours.

**A216 Beginning Sculpture****Fall Semester**

Technique and problems of sculpture. Exploration of the expressive possibilities of three dimensional forms. Individual projects in clay, marble, plaster, wood and other materials will be devised, as well as experience in the making of armatures and molds.

6 lecture and studio periods. 3 credit hours.

**A219 Advanced Sculpture****Spring Semester**

Students start with composition, working in clay and then proceed to direct carving in wood and stone (marble, limestone and alabaster). The advanced class will also design work in plaster-of-paris. Prerequisite: Beginning sculpture A216.

6 lecture and studio periods. 3 credit hours.

**A317 Painting I****Fall Semester**

An introduction to painting media in its technical and esthetic aspects. Studies in color theory and pigments. Emphasis upon structure, composition and organization of the various elements of the picture plans.

6 lecture and studio periods. 3 credit hours.

**A318 Painting II****Spring Semester**

A continuation of Painting I, further studio experience in exploring the methods and materials of painting media. Experience in combining techniques of acrylic painting with collage and other media. Additional study of the technical aspects of painting. Prerequisite: Painting I A317.

6 lecture and studio periods. 3 credit hours.

**A302 Survey of Oriental Art and Thought****Spring Semester**

Survey of the works and ideas of oriental art and philosophy, with special emphasis on Japanese, Chinese, and Indian materials and ideas. Prerequisite: A101.

3 class periods. 3 credit hours.

**A398, A399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an inde-



pendent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

#### **A405 Contemporary Art Trends**

**Fall Semester**

From the early Picasso to the present. *European and American* art with reference to Cubism, Futurism, Dadaism, Surrealism, and Abstract Expressionism will be studied in the light of European and American Humanistic and Intellectual Conceptions of Contemporary Art. Prerequisite: A101.

3 class periods. 3 credit hours.

#### **A406 Art Major Seminar**

**Spring Semester**

Discussion of special problems of art history chosen to give students an insight into basic questions and methods pertaining to this field. Students will be required to give brief oral reports, preferable on objects related to their own fields of interest.

3 class periods. 3 credit hours.

### **Art Education**

#### **A401 Art for the Elementary Teacher**

**Spring Semester**

An introduction to the theory and methods of teaching art in elementary schools.

2 class periods. 2 credit hours.

#### **A402 Art and Crafts in Teacher Education**

**Spring Semester**

Experimentation with various art media used in the elementary and secondary schools. Open only to Art Education and Elementary Education majors.

3 class periods. 3 credit hours.

### **Studio Art Courses**

#### **A107 Basic Color and Design**

**Fall Semester**

An introduction to the elements of design and their structural use involving the fundamentals of expression in light, form, color, line, space and texture. Projects involving two and three dimensional designs are included.

6 lecture and studio periods. 3 credit hours.

#### **A108 Advanced Color and Design**

**Spring Semester**

Advanced studies in design with emphasis upon the importance of design in visual communication. Studies of traditional and contemporary solutions to problems of visual design. Experience in working with the elements of line, color texture and space designing with aid of photographs and collage. Studies in design as related to architecture advertising and other modern means of communication. Prerequisite: Basic Color and Design A107.

6 lecture and studio periods. 3 credit hours.

## FOREIGN LANGUAGES

While no baccalaureate major is offered in the field of Foreign Languages, the student may choose this study as a specialty for the Associate degree and then transfer to another institution to finish his remaining two years. In such a case, the student should be prepared to complete at least 12 credit hours in language in addition to the basic requirements.

During the first two years of Foreign Language study, the major emphasis is on the acquisition of a rudimentary proficiency in each of the four language skills: understanding, reading, speaking, and writing.

### **L121 Elementary French**

**Fall Semester**

An introduction to the fundamentals of the language. Classroom and required laboratory drill in aural comprehension, speaking, pronunciation. Beginning reading and writing. Study of basic grammar necessary for these skills.

3 class periods.            1 laboratory session.  
3 credit hours.

### **L122 Elementary French**

**Spring Semester**

Continuation of L121.

3 class periods.            1 laboratory session.  
3 credit hours.

### **L221 Intermediate French**

**Fall Semester**

Further development of the skills of speaking, understanding, reading and writing French through classroom conversation and practice in the laboratory. Review and elucidation of fundamental grammar. Class conducted mainly in French. Prerequisite: Elementary French L122 or equivalent.

3 class periods.            1 laboratory session.  
3 credit hours.

### **L222 Intermediate French**

**Spring Semester**

Continuation of L221.

3 class periods.            1 laboratory session.  
3 credit hours.

### **L321 French Literature**

**Fall Semester**

A selection of major works of the foremost writers in the French language are read and discussed. Emphasis on characteristic themes and styles. Conducted in French. Prerequisite: Intermediate French L222 or equivalent.

3 class periods.            3 credit hours.

**L322 French Literature****Spring Semester**

Continuation of L321.

3 class periods. 3 credit hours.

**L151 Elementary German****Fall Semester**

An introduction to the fundamentals of the language. Classroom and required laboratory drill in aural comprehension, speaking, pronunciation. Beginning reading and writing. Study of basic grammar necessary for these skills.

3 class periods. 1 laboratory session.

3 credit hours.

**L152 Elementary German****Spring Semester**

Continuation of L151.

3 class periods. 1 laboratory session.

3 credit hours.

**L251 Intermediate German****Fall Semester**

Further development of the skills of speaking, understanding, reading, and writing German through classroom conversation and practice in the laboratory. Review and elucidation of fundamental grammar. Class conducted mainly in German. Prerequisite: Elementary German L152 or equivalent.

3 class periods. 1 laboratory session.

3 credit hours.

**L252 Intermediate German****Spring Semester**

Continuation of L251.

3 class periods. 1 laboratory session.

3 credit hours.

**L351 German Literature****Fall Semester**

A selection of major works of the foremost writers in the German language are read and discussed. Emphasis on characteristic themes and styles. Conducted in German. Prerequisite: Intermediate German L252 or equivalent.

3 class periods. 3 credit hours.

**L352 German Literature****Spring Semester**

Continuation of L351.

3 class periods. 3 credit hours.

**L101-L102 Elementary Greek****Offered on Request**

An introduction to the fundamentals of Greek grammar and syntax. Reading selections from Greek prose illustrating the grammar and syntax studied.

3 class periods. 3 credit hours each semester.

**L201-L202 Intermediate Greek****Offered on Request**

Reading and exegesis in the New Testament and in the Septuagint. Advanced study of New Testament grammar, syntax, and vocabulary.

3 class periods. 3 credit hours each semester.

**L171 Elementary Russian****Offered on Request**

An introduction to the fundamentals of the language. Classroom and required laboratory drill in aural comprehension, speaking, pronunciation. Beginning reading and writing. Study of basic grammar necessary for these skills.

3 class periods. 1 laboratory session.  
3 credit hours.

**L172 Elementary Russian****Offered on Request**

Continuation of L171.

3 class periods. 1 laboratory session.  
3 credit hours.

**L271 Intermediate Russian****Offered on Request**

Further development of the skills of speaking, understanding, reading, and writing Russian through classroom conversation and practice in the laboratory. Review and elucidation of fundamental grammar. Class conducted mainly in Russian. Prerequisite: Elementary Russian L172 or equivalent.

3 class periods. 1 laboratory session.  
3 credit hours.

**L272 Intermediate Russian****Offered on Request**

Continuation of L271.

3 class periods. 1 laboratory session.  
3 credit hours.

**L181 Elementary Spanish****Fall Semester**

An introduction to the fundamentals of the language. Classroom and required laboratory drill in aural comprehension, speaking, pronunciation. Beginning reading and writing. Study of basic grammar necessary for these skills.

3 class periods. 1 laboratory session.  
3 credit hours.

**L182 Elementary Spanish****Spring Semester**

Continuation of L181.

3 class periods. 1 laboratory session.  
3 credit hours.

**L281 Intermediate Spanish****Fall Semester**

Further development of the skills of speaking, understanding, reading and writing Spanish through classroom conversation and practice in the laboratory. Review and elucidation of fundamental grammar. Class conducted mainly in Spanish. Prerequisite: Elementary Spanish L182 or equivalent.

3 class periods. 1 laboratory session.

3 credit hours.

**L282 Intermediate Spanish****Spring Semester**

Continuation of L281.

3 class periods. 1 laboratory session.

3 credit hours.

**L381 Spanish Literature****Fall Semester**

A selection of major works of the foremost writers in the Spanish language are read and discussed. Emphasis on characteristic themes and styles. Conducted in Spanish. Prerequisite: Intermediate Spanish L282 or equivalent.

3 class periods. 3 credit hours.

**L382 Spanish Literature****Spring Semester**

Continuation of L381.

3 class periods. 3 credit hours.

**Music****Applied Music Courses**

<b>Voice</b>	— MU201-MU202; MU301-MU302; MU401-MU402
<b>Piano</b>	— MU103-MU104; MU203-MU204; MU303-MU304; MU403-MU404
<b>Organ</b>	— MU105-MU106; MU205-MU206; MU305-MU306; MU405-MU406
<b>Flute</b>	— MU107-MU108; MU207-MU208; MU307-MU308; MU407-MU408
<b>Clarinet</b>	— MU109-MU110; MU209-MU210; MU309-MU310; MU409-MU410
<b>Saxophone</b>	— MU111-MU112; MU211-MU212; MU311-MU312; MU411-MU412
<b>Bassoon</b>	— MU113-MU114; MU213-MU214; MU313-MU314; MU413-MU414
<b>Trumpet</b>	— MU115-MU116; MU215-MU216; MU315-MU316; MU415-MU416
<b>Trombone</b>	— MU117-MU118; MU217-MU218; MU317-MU318; MU417-MU418
<b>Baritone</b>	— MU119-MU120; MU219-MU220; MU319-MU320; MU419-MU420
<b>French Horn</b>	— MU121-MU122; MU221-MU222; MU321-MU322; MU421-MU422
<b>Tuba</b>	— MU123-MU124; MU223-MU224; MU323-MU324; MU423-MU424
<b>Violin</b>	— MU125-MU126; MU225-MU226; MU325-MU326; MU425-MU426
<b>Viola</b>	— MU127-MU128; MU227-MU228; MU327-MU328; MU427-MU428
<b>Cello</b>	— MU129-MU130; MU229-MU230; MU329-MU330; MU429-MU430
<b>String Bass</b>	— MU131-MU132; MU231-MU232; MU331-MU332; MU431-MU432
<b>Guitar</b>	— MU133-MU134; MU233-MU234; MU333-MU334; MU433-MU434
<b>Percussion</b>	— MU135-MU136; MU235-MU236; MU335-MU336; MU435-MU436

Private Instruction in the technique and art of correct and expressive playing of the musical

instruments. Music major will choose a primary instrument (to be taken eight semesters) and a secondary instrument (to be taken at least four semesters). A piano proficiency exam, stressing sight-reading and accompanying, must be passed, in most cases at the end of the sophomore year.

1 one-half hour lesson weekly.                      ½ credit each semester.

1 one hour lesson weekly.                      1 credit each semester.

### **MU139 Voice Class**

**Fall Semester**

Group study of the fundamentals of the singing technique and vocal literature, with individual attention. A prerequisite course for private vocal study.

2 classes weekly.                      1 credit each semester.

### **Performance Courses**

#### **MU141-MU142; MU241-MU242; MU341-MU342; MU441-MU442 Choir**

Good choral literature of various styles is studied, including folk and religious music, classical and semi-classical compositions. At least one public performance is given each semester. A desire to sing is the only prerequisite. Membership by audition by the instructor.

3 rehearsals weekly.                      ½ credit each semester.

#### **MU151-MU152; MU251-MU252; MU351-MU352; MU451-MU452 Band**

Training in playing classical and semi-classical band and danceband music. The Band performs at concerts and other College functions.

1 two-hour rehearsal weekly.                      ½ credit each semester.

### **Historical and Theoretical Courses**

#### **MU260 The Appreciation of Music**

**Fall-Spring Semesters**

The study of Western man's changing attitude toward himself and his environment and the musical styles and techniques developed to express them.

3 classes weekly.                      3 credits.

#### **MU161 Music Theory I**

**Fall Semester**

Study of music notation, basic musicianship, figured-bass harmony, and keyboard harmony.

3 classes weekly.                      3 credits.

#### **MU162 Aural Training I**

**Fall Semester**

Development of the skills of sight-singing and melodic, harmonic, and rhythmic dictation. Must be taken in the same semester with MU161.

1 class weekly.                      1 credit.

**MU163 Music Theory II****Spring Semester**

Continuation of MU161, which is a prerequisite.

3 classes weekly. 3 credits.

**MU164 Aural Training II****Spring Semester**

Continuation of MU162, which is a prerequisite. Must be taken in the same semester with MU163.

1 class weekly. 1 credit.

**MU261 Music Theory III****Fall Semester**

Continuation of MU163, which is a prerequisite. Emphasis is on the extra-tonal chords developed in the nineteenth century.

3 classes weekly. 3 credits.

**MU262 Aural Training III****Fall Semester**

Continuation of MU164, which is a prerequisite. Must be taken in the same semester with MU261.

1 class weekly. 1 credit.

**MU264 Counterpoint****Spring Semester**

A study of the contrapuntal styles of the 16th-20th centuries with emphasis on original composition. Prerequisite: MU261.

3 classes weekly. 3 credits.

**MU361 Vocal Music Literature****Fall, odd numbered years**

A historical study of the various styles and forms of vocal music (such as chant, motet, cantata, opera, song, oratorio) with emphasis on the analysis of representative compositions.

3 classes weekly. 3 credits.

**MU362 Instrumental Music Literature****Spring, odd numbered years**

A historical study of the various styles and forms of instrumental music (such as sonata, concerto, symphony, suite) with emphasis on the analysis of representative compositions.

3 classes weekly. 3 credits.

**MU398, MU399 Independent Study****1 to 3 credits each Semester**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**MU461 Orchestration****Fall, even numbered years**

A study of the instruments of the orchestra and how to compose and arrange music for them.

2 classes weekly. 2 credits.

**MU462 Conducting****Spring, even numbered years**

A study of the techniques of musical leadership, especially score preparation and gesture.

Prerequisite: MU461.

2 classes weekly. 2 credits.

**Music Education Courses****MU371 The Fundamentals of Music****Fall Semester**

A study of the fundamentals of music notation, music theory, sight-singing, and keyboard skills. Open only to Elementary Education majors.

2 classes weekly. 2 credits.

**MU372 Teaching Music in the Elementary School****Spring Semester**

Development of the musical skills necessary to teaching in the elementary school, such as playing the piano, autoharp and recorder, singing, and musical leadership. Open only to Elementary Education majors. Prerequisite: MU371.

2 classes weekly. 2 credits.

**Philosophy****P221 Introduction to Philosophy****Fall-Spring Semesters**

An examination of the major problems of philosophy as discussed by classical, medieval and modern philosophers.

3 class periods. 3 credit hours.

**P231 Introduction to Logic and Scientific Method****Spring, even numbered years**

An examination of the basic principles of logic and semantics with emphasis upon their practical uses in the development of correct and effective thinking.

3 class periods. 3 credit hours.

**P321 Introduction to Epistemology****Spring, odd numbered years**

Study of the theory of knowledge. The sources, nature, methods, and validity of knowledge are analyzed. Theories of knowledge in relation to the major philosophical systems are emphasized.

3 lecture hours. 3 credit hours.

**P331 Introduction to Metaphysics****Spring, odd numbered years**

The study of being, existence, and reality in relation to classical, medieval, and modern philosophical systems.

3 lecture hours. 3 credit hours.



**P341 Introduction to Ethics****Even numbered years beginning 1974**

The study of personal, social and universal criteria of behavior in relation to the valued theories of classical, medieval and modern philosophical systems and the concept of freedom. Prerequisite: P221.

3 lecture hours.            3 credit hours.

**P351 Introduction to Aesthetics****Even numbered years beginning 1974**

The study of the historically important theories of art in relation to aesthetic experience and artistic structure. The social role of art and function of aesthetic criticism will be emphasized.

3 lecture hours.            3 credit hours.

**P361 Contemporary Philosophy****Fall, odd numbered years**

The study of major philosophies and philosophical trends in the 20th century. Dialectical materialism, existentialism, logical positivism, linguistics analysis as well as their background and significance will be emphasized.

3 lecture hours.            3 credit hours.

**P431 Philosophy of Education****Fall Semester**

An introduction to and criticism of the view of some distinguished philosophers as they bear upon education in society. Theories of reality, knowledge, and value are examined in their relation to ends and means in education, human nature, subject matter, and methods. Prerequisite: P221.

3 lecture hours.            3 credit hours.

**Religion****P265 Living World Religions****Fall Semester**

An introduction to Oriental philosophical systems through the religions in which they developed. The contents of primitive and mythical religion, Hinduism, Jainism, Buddhism, Taoism, Confucianism, Zoroastrianism, Judaism, Christianity, and Islam will be stressed, and comparatively evaluated.

3 class periods.            3 credit hours.

**P266 Introduction to Biblical Religions****Spring Semester**

An introduction to Judaism and Christianity. The origins, growth, and meaning of the Judaic and Christian concepts of God, Man, Ethics, and society will be emphasized. The role of philosophy in the development of these concepts will be indicated.

3 class periods.            3 credit hours.

**P268 Religious Thought and Culture in Western Civilization****Spring Semester**

An investigation of the development of religious thought, culture, and institutions throughout the Western Civilization. Judeo-Christian thought, culture, and institutions will be stressed and evaluated theologically and philosophically.

3 class periods.                      3 credit hours.

**P369 American Religious Thought and Culture****Fall Semester**

A study of religious groupings and their role in the development of American culture and institutions. Special attention will be given to twentieth century religious developments, institutions, and functions in America. Prerequisite: P268.

3 class periods.                      3 credit hours.

## **PHYSICAL SCIENCE AND ENGINEERING DEPARTMENT**

Four-year programs leading to the Bachelor of Science degree are available in Medical Technology and in Medical Records Science. Both programs include three years of classroom and laboratory instruction followed by one year of Hospital clinical experience.

Two-year curriculums leading to the Associate of Science degree are offered in Chemistry, General Engineering, Mathematics, and Physics. Students may transfer to any suitable four-year college or university to earn the Bachelor of Science degree.

A program leading to an Associate of Science degree in Respiratory Therapy is also available. Students complete one calendar year of classroom and laboratory study followed by one year of clinical experience at St. Joseph Hospital (Lancaster, Pennsylvania).

One year of college credit courses are also provided for nursing certification students of York Hospital School of Nursing.

### **Chemistry**

**S121 General Chemistry****Fall Semester**

Recommended for all engineering, premedical, predental, preveterinary, and science students. An introduction to atomic structure, properties, and reactions of inorganic compounds, gas laws, solution chemistry, acids and bases, oxidation-reduction, chemical equilibria and electrochemistry.

3 class periods.                      1 three-hour laboratory period.  
4 credit hours.

**S122 General Chemistry****Spring Semester**

Study of solubility product, complex ions, hydrolysis in solution and ionization of weak acids and bases. Chemistry of both cations and anions. Laboratory includes separation and identification of ionic species. Continuation of General Chemistry S121.

3 class periods. 1 three-hour laboratory period.  
4 credit hours.

**S225 Quantitative Analysis****Spring, odd numbered years**

Emphasis is placed on instrumentation of chemical analysis. The theory and techniques of gravimetric, potentiometric, instrumental analysis are included. Prerequisite: Chemistry S122.

2 class periods. 2 three-hour laboratory periods.  
4 credit hours.

**S231 Organic Chemistry****Fall Semester**

The chemical theory of carbon compounds. An integrated study of the nomenclature, preparation, properties, and reactions of simple aliphatic and aromatic compounds. The relationship between structure and reactivity is developed for each class of compound. Considers the typical carbon, hydrogen, and oxygen containing compounds.

3 class periods. 1 three-hour laboratory period.  
4 credit hours.

**S232 Organic Chemistry****Spring Semester**

Continuation of Chemistry S231 to include sulfur, nitrogen, and halogen containing compounds as well as the more complex carbohydrates, steroids, proteins, sugars, heterocyclic, and fused ring systems. Continuation of Organic Chemistry S231.

2 class periods. 2 three-hour laboratory periods.  
4 credit hours.

**Mathematics****C35 Mathematics Review****Fall Semester**

A survey of basic mathematics designed for students with inadequate preparation.

3 class periods. No credit hours.

**S161-S162 Fundamental Mathematics****Fall-Spring Semesters**

A course for non-science majors. An introduction to the nature and meaning of mathematics. Topics include elementary set theory, mathematical logic and proof, numerical systems, functions, equations, geometry, and probability.

3 class periods. 3 credit hours each semester.

**S163-S164 College Mathematics****Fall-Spring Semesters**

A course for the science student whose mathematics background is weak or for non-science majors whose curriculum requires the skills of college algebra and trigonometry. Included are theory, real numbers, polynomials, equations of lines, graphs, higher degree equations, trigonometric functions, permutations, combinations, probability, vector analysis, complex numbers, and theory of equations.

3 class periods. 3 credit hours each semester.

**S265 Elements of Statistics****Spring Semester**

Basic statistical analysis for use in all fields, theory of frequency distribution, measurements of dispersion, skewness, sampling, correlation, statistical presentation. Prerequisite: College Mathematics S164 or equivalent.

3 class periods. 3 credit hours.

**S171, S172, S271 Analytic Geometry and Calculus****Fall-Spring Semesters**

Cartesian coordinates, slope, straight lines, conic sections, polar coordinates, limits, differentiation, integration, and applications of calculus to the physical sciences and engineering. Series expansion of functions, partial derivatives, and multiple integration. Prerequisite: Two units of algebra, one unit of plane trigonometry, and satisfactory achievement in college entrance examinations, or College Mathematics S164.

4 class periods. 4 credit hours each semester.

**S272 Differential Equations****Spring Semester**

Introductory study with applications to physics, chemistry and engineering.

4 class periods. 4 credit hours.

**S373 Mathematical Structures****Fall, odd numbered years**

A study of set theory and the development of the real numbers including a study of the construction and properties of the number systems.

3 class periods. 3 credit hours.

**S374 Elementary Linear Algebra****Spring, even numbered years**

An introduction to vector spaces, linear independence, linear transformation, bases, matrices, and determinants, including the geometry of vectors and basic theories of linear algebra.

3 class periods. 3 credit hours.

**S375 Introduction to Geometry****Spring, odd numbered years**

A presentation of the essential geometric tools for developing more advanced geometry and other branches of mathematics.

3 class periods. 3 credit hours.

**S376 Abstract Algebra****Fall, even numbered years**

An introduction to the study of modern algebra, with emphasis on groups, rings, and fields.

3 class periods. 3 credit hours.

## **Medical Record Science**

### **S215 Medical and Chemical Terminology**

**Fall Semester**

A course to develop familiarity with highly technical and specialized terms: anatomical, surgical, pharmaceutical and common medical phrases; study of medical reports and letter writing; interpretation of simple, basic, chemical terms.

3 class periods. 3 credit hours.

### **S311 Medical Record Department Operations**

**Fall Semester**

A study of the principles of organization, administration, and supervision as applied to a Medical Record Department.

3 class periods. 3 credit hours.

### **S312 Hospital Organization-Administration**

**Spring Semester**

A study of the principles of organization, administration, supervision, and human relations. Analysis of organizational patterns in hospitals and other health care facilities.

3 class periods. 3 credit hours.

### **S313 Medical Record Science I**

**Fall Semester**

Historical background of the modern hospital, orientation to the field of medical record science; the medical record, its history and function, history of medical record accreditation standards, content analysis for completeness and accuracy, maintenance and circulation of records.

2 class periods. 1 two-hour laboratory period.  
3 credit hours.

### **S314 Medical Record Science II**

**Spring Semester**

Principles and techniques of medical record practice including coding and indexing of diseases and operations using the Standard Nomenclature of Diseases and Operations; secondary records, indexes and registers.

2 class periods. 1 two-hour laboratory period.  
3 credit hours.

### **S327 Data Processing Systems**

**Spring Semester**

A study of data processing systems and their application of newer techniques to the handling of information in medical institutions. Application of automatic data processing to medical records. Offered to senior students only.

3 class periods. 3 credit hours.

### **S413 Medical Record Science III**

**Fall Semester**

Principles and techniques of medical record practice including the coding of diseases and operations using the International Classification of Diseases. Completion of PAS and MAP reports—interpretation and utilization of these reports.

2 class periods. 1 two-hour laboratory period.  
3 credit hours.

**S414 Medical Record Science IV****Spring Semester**

Principles and techniques of medical record practice including medical and hospital statistics and qualitative analysis; the role of the medical staff in quality control-auditing and utilization and tumor registry.

2 class periods.            1 two-hour laboratory period.  
3 credit hours.

**S415-S416 Fundamentals of Medical Science****Fall-Spring Semesters**

An introduction to medical science including study of the nature and cause of disease, treatment and management of patients.

3 class periods.            3 credit hours each semester.

**S417 Legal Concepts for the Health Fields****Fall Semester**

A study of the principles of law as applied to the health field, with particular reference to all phases of medical record practice.

2 class periods.            2 credit hours.

**S418 Medical Records Administration Seminar****Spring Semester**

A discussion of topics arising from students' study and experience in medical record practice.

2 class periods.            2 credit hours.

**S309-S310 Directed Practice I****Fall-Spring Semesters**

The supervised learning experience through which the student develops insight, understanding and skill in medical record procedures; learns to deal with the problems of medical record personnel; accepts responsibilities and recognizes the contribution of, and learns to work with, other professional and non-professional personnel.

1 or more credit hours.

**S409-S410 Directed Practice II****Fall-Spring Semesters**

The students' assignments will be structured so that experience is gained in all types of medical record procedures previously studied through classroom presentation and laboratory experience. It is intended that at least one of the assignments for directed experience be full time, extending over a 2 to 4 week period. To be completed last semester, senior year.

3 or more credit hours.

**Physical Science****S181-S182 The Physical Sciences****Fall-Spring Semesters**

The nature of solid matter: an integrated course in beginning Chemistry and Physics for the nonscience major. First semester—The Metric System, Light diffraction, Crystal structure,

X-ray diffraction, The Three States of Matter, Motion, Energy, The Kinetic Theory of Gases. Second semester—Chemical bonding, electric charge, atomic structure, ions, molecular structure, non-ionic bonding.

3 credit hours each semester.      1 three-hour laboratory period.  
2 lecture hours.

## **Physics**

### **S183-S184 General Physics**

### **Fall-Spring Semesters**

An introduction to college physics covering the field of mechanics, heat, sound, electricity, light, and selected topics of modern physics. Emphasis on theory, problems, and practical applications. This course is intended for students not majoring in physics or engineering.

3 class periods.      1 three-hour laboratory period.  
4 credit hours each semester.

### **S185-S186 Engineering Physics**

### **Fall-Spring Semesters**

This course is intended for first year students who are majoring in physics or engineering. The first semester deals with topics in the field of mechanics. The second semester covers topics in heat and sound. Emphasis is on theory, problems, and practical applications.

3 class periods.      1 three-hour laboratory and problem solving period.  
4 credit hours each semester.

### **S283 Statics**

### **Fall Semester**

Fundamental concepts; composition and resolution of forces; equilibrium; coplanar and non-coplanar force systems, algebraic and graphical solutions; static and kinetic friction; center of gravity and moment of inertia, practical applications of principles of mechanics. Vector methods are used.

3 class periods.      3 credit hours.

### **S284 Dynamics**

### **Spring Semester**

Velocity and acceleration; motion of particles; motion of rigid bodies; unbalanced forces, work and energy; impulse and momentum.

3 class periods.      3 credit hours.

### **S285-S286 Engineering Physics**

### **Fall-Spring Semesters**

This is for second year students who are majoring in physics or engineering. The first semester deals with topics in the field of electricity and magnetism, and the second semester deals with optics and modern physics. Prerequisites: Engineering Physics S186.

3 class periods.      1 three-hour laboratory and problem solving period.  
4 credit hours each semester.

# Rosters

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**Term Expires September 1972**

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Elliott L. Breese	Horace E. Smith, Esq.
Melvin H. Campbell	Neil P. Stauffer
Walter S. Ehrenfeld	John A. Waltersdorf

**Term Expires September 1973**

Donn I. Cohen, Esq.	John W. Hennessey
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Bruce A. Grove, M.D.	Marvin G. Sedam
Harlowe Hardinge	

**Term Expires September 1974**

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M.A., University of Delaware	
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M.S., Wisconsin University	
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M.S., University of Wisconsin—Stout	
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B.A., Cornell College	
Betty Stauffer	Scheduler
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M.Ed., Millersville State College	
Charles E. Van Natter	Computer Operator
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Hahnemann Medical College	
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Mercy Hospital School of Nursing	
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Mabel C. Torbush	Penn Hall
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Lillian Sowers	Manor Hall North
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Evelyn Still	Manor Hall North
	Assistant Resident Director
Helen G. Stinson	Manor Hall South
	Resident Director
Ruth Arnold	Manor Hall South
	Assistant Resident Director

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John Toomey	Deferred Giving
Dorothea R. Reinhard	Publications Office

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Charles P. Bailey	Bookstore Manager
David Pender	Manager, Food Services
Audrey Evans	Mail Office
Edward Fraley	Multilith Office

### Faculty Roster

Boyd E. Arnold (1965)	Assistant Professor, Business Administration
B.S., Bloomsburg State College	
M.Ed., Pennsylvania State University	
Candidate Ph.D., Pennsylvania State University	
William H. Ashbaugh (1969)	Professor, Psychology
B.A., Colby College	
M.Ed., University of Maine	
Ph.D., Pennsylvania State University	
Margaret S. Atwood (1956)	Assistant Professor, Librarian
A.B., and B.S., Library Science, State University of New York at Albany	
Irene Austin (1970)	Instructor, Biology
B.S., in Education, East Stroudsburg State College	
M.S., Michigan State University	
Gordon W. Bailey (1971)	Assistant Professor, History
B.A., Concordia College	
M.A., Ph.D., University of Maryland	
Van R. Baker (1967)	Professor, English
B.S., United States Military Academy	
M.A., Ph.D., Columbia University	

- Dean S. Barnard (1970) Professor, English  
A.B., M.A., Ph.D., University of Michigan
- Robert G. Barnes (1971) Assistant Professor, Business Administration  
B.S., U. S. Naval Academy  
M.A., George Washington University  
Ph.D., University of Washington
- Richard P. Batteiger (1972) Instructor, English  
B.A., Ohio University  
M.A., Ph.D., University of Florida
- Charles W. Boas (1968) Professor, Social Science and Geography  
A.B., Lafayette College  
M.A., University of Virginia  
Ph.D., University of Michigan
- Kathy D. Brace (1971) Instructor, Sociology  
B.A., Grove City College  
M.A., Indiana University
- Richard W. Call (1972) Assistant Professor, Psychology  
B.S., Ed.M., Northeastern University
- Charles L. Carlisle (1972) Instructor, Biology  
B.A., M.A., University of Texas
- Dean L. Cheesebrough (1971) Associate Professor, Education  
B.S., California State College  
M.Ed., Temple University  
Ph.D., Miami University
- Richard J. Clark (1971) Assistant Professor, Biology  
B.S. and M.S., State University of New York  
Ph.D., Cornell University
- Jack Crabbs (1971) Assistant Professor, Middle East Studies  
B.A., University of Iowa  
M.S.F.S., Georgetown University  
Ph.D., University of Chicago
- Bradley J. Culbertson (1956) Assistant Professor, Social Science  
B.S., Millersville State College  
M.Ed., Pennsylvania State University
- William A. DeMeester (1972) Professor, Chemistry  
B.A., Hope College  
M.S., University of Vermont  
Ph.D., University of Illinois

- Robert F. Denoncourt (1969) Associate Professor, Biology  
 B.S., M.Ed., Springfield College  
 M.S.T., Union College  
 Ph.D., Cornell University
- Alejandro deVanguardia (1962-Retired) Assistant Professor, Languages  
 B.S., Naval Academy, Cadiz, Spain
- Donald D. Douglass (1969) Professor, Psychology  
 B.S. in Educ., S.T.B., Ph.D., Boston University
- Charles F. Dye (1971) Assistant Professor, Business Education  
 B.S., Bloomsburg State College  
 M.Ed., Shippensburg State College
- Judith M. Foulkes (1971) Instructor, Assistant Librarian  
 B.A., Southern Missionary College  
 M.S.L.S., Drexel University
- Reubin J. Gambrell (1972) Associate Professor, Art  
 A.B., University of South Carolina  
 M.F.A., University of Georgia  
 Ed.D., Teachers College, Columbia University
- Elizabeth V. Garthly (1971) Assistant Professor, Art  
 B.F.A., University of Pennsylvania  
 M.S., Temple University
- Lester A. Giles, Jr. (1972) Associate Professor, Education  
 B.S., University of Massachusetts  
 M.Ed., Ed.D., Boston University
- Brian R. Glandon (1972) Assistant Professor, Education  
 A.B., Wittenberg University  
 M.A., Ph.D., Miami University
- Charlotte K. Gotwald (1967) Assistant Professor, Sociology  
 A.B., Western College for Women  
 M.Ed., Johns Hopkins University  
 Candidate Ph.D., American University
- Carl E. Hatch (1968) Associate Professor, History  
 B.A., Barrington College and Geography  
 M.A., M.Ed., University of Buffalo  
 Ph.D., State University of New York at Buffalo
- Donald L. Holroyd (1968) Assistant Professor, English  
 B.A., Brown University  
 M.A., Claremont Graduate School

- |  |   |
|--|---|
| James E. Hooker (1971)<br>B.S., M.A., Washington State University  | Assistant Professor, Police Science                   |
| Heinz L. Hosch (1968)<br>B.A., M.A., Brigham Young University<br>Candidate Ph.D., Johns Hopkins University                               | Assistant Professor, Languages                        |
| Jack C. Jaquet (1960)<br>B.A., Monmouth College<br>M.S., Wisconsin University  | Assistant Professor, Health and<br>Physical Education |
| Edward T. Jones (1971)<br>B.A., Juniata College<br>M.A., Ph.D., University of Maryland   | Assistant Professor, English                          |
| Ruth P. Katherman (1966)<br>B.S., College of William and Mary<br>M.S., Millersville State College  | Assistant Professor, Psychology                       |
| Henry C. Kessler, Jr. (1969)<br>A.B., J.D., Catholic University  | Assistant Professor, Business Administration          |
| Sardari Khanna (1965)<br>B.A., Panjab University<br>M.Sc., Ph.D., Saugar University  | Associate Professor, Physics                          |
| Albert W. King (1957)<br>B.S., Trinity College<br>M.Ed., Cornell University  | Assistant Professor, Biology                          |
| Heywood G. Knight (1970)<br>A.B., Virginia Union University<br>M.H., University of Richmond<br>M.Div., Andover Newton Theological School | Instructor, English                                   |
| Dorothy K. Lagunowich (1965)<br>B.S., Cornell University<br>B.S.L.S., Millersville State College   | Assistant Professor, Assistant Librarian              |
| Eleanor Laumark (1972)<br>B.S., Colby Jr. College for Women<br>Registered Medical Records Administrator                                  | Instructor, Medical Records Science                   |
| Thomas D. Lepson (1970)<br>B.S., University of Baltimore<br>M.B.A., American University  | Assistant Professor, Business Administration          |
| P. Frank Lisk, Jr. (1967)<br>B.A., University of Florida<br>M.B.A., University of Pennsylvania   | Professor, Business Administration                    |



- Patrick J. Massa (1972) Instructor, Physical Education  
 B.A., Davis and Elkins College  
 M.A., West Virginia University
- Patricia McGonigle (1971) Assistant Professor, Education  
 B.A., Cedar Crest College  
 M.A., Lehigh University  
 Ed.D., Lehigh University
- Benjamin M. McKulik (1971) Associate Professor, English  
 A.B., Princeton University  
 M.A., Ph.D., University of South Carolina
- James L. Mohatt (1971) Assistant Professor, Music  
 B.F.A., Nebraska State College  
 M.M., University of Nebraska  
 Ph.D., University of Iowa
- Patricia Moore (1961) Instructor, Science  
 A.B., Denver University  
 M.S., De Paul University
- James L. Morrison, Jr. (1971) Associate Professor, History  
 B.A., Virginia Military Institute  
 M.A., University of Virginia  
 Ph.D., Columbia University
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M.D., Temple University, School of Medicine	
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M.T. (ASCP)	
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Cathy Dobish	Instructor in Chemistry
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Jere Hinden	Instructor in Instrumentation
B.S., Millersville State College	
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M.D.	
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Margaret Nesbit	Instructor, Principles of Teaching
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- G. Edwin Byers, Jr. Instructor, Medical Technology  
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- Carol Campbell Instructor, Medical Records  
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 M.D., University of Pennsylvania School of Medicine
- David M. Shearer Instructor, Medical Technology  
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- Jean M. Sterner Instructor, Medical Technology  
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 M.T., Harrisburg Hospital School of Medical Technology  
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- John P. Whiteley Instructor, Medical Technology  
 B.S., Dartmouth  
 M.D., Temple University School of Medicine

# Calendars



### 1973 Summer Session

#### First Summer Session (Day and Evening Classes for Resident and Commuting Students)

May 30	Wednesday	7:00 p.m. to	Registration for
31	Thursday	8:30 p.m.	Evening Session
June 3	Sunday	1:00 p.m.	Dormitories Open
		4:00 p.m. to	Registration for
		6:00 p.m.	Resident Students
June 4	Monday		Classes Begin
July 13	Friday	10:00 p.m.	Classes End for First Session

#### Second Summer Session (Day and Evening Classes for Resident and Commuting Students)

June 21	Thursday	9:00 a.m. to	Registration for
		3:00 p.m.	Commuters
June 24	Sunday	1:00 p.m.	Dormitories Open
		4:00 p.m. to	Registration for Resident
		6:00 p.m.	Students
June 25	Monday		Classes Begin
August 3	Friday	10:00 p.m.	Classes End for Second Session

#### Third Summer Session (Evening Classes Only)

July 12	Thursday	7:00 p.m. to	Registration
		8:30 p.m.	
July 16	Monday	7:00 p.m.	Classes Begin
August 24	Friday	10:00 p.m.	Classes End

### Fall 1973, First Semester (60-Minute Class Periods)

August 29	Wednesday	6:30 p.m. to	Registration for
30	Thursday	8:30 p.m.	Evening Students
September 3	Monday	2:00 p.m. to	Dormitory Students Report
		6:00 p.m.	
September 4	Tuesday	9:00 a.m.	Faculty Meeting
		1:00 p.m. to	Registration for Day
		4:00 p.m.	Students
September 5	Wednesday	8:30 a.m. to	Registration for Day
		4:00 p.m.	Students

September 6	Thursday	8:30 a.m.	Day and Evening Classes Begin
		8:30 a.m.	Late Registration Fee Applies
September 13	Thursday		Last Day to Enter Classes
November 17	Saturday	12:00 noon	Thanksgiving Vacation Begins
November 26	Monday	8:30 a.m.	Classes Resume
December 22	Saturday	12:00 noon	Last Day of Classes Dormitories Close for the First Semester

**Spring 1974 Second Semester**  
**(50-Minute Class Periods)**

January 9	Wednesday	6:30 p.m. to	Registration for Evening Students
10	Thursday	8:30 p.m.	
January 13	Sunday	2:00 p.m. to 6:00 p.m.	Dormitory Students Report
January 14	Monday	9:00 a.m. 1:00 p.m. to 4:00 p.m.	Faculty Senate Meeting Registration for Day Students
January 15	Tuesday	8:30 a.m. to 4:00 p.m.	Registration for Day Students
January 16	Wednesday	9:00 a.m.	Day and Evening Classes Begin
		9:00 a.m.	Late Registration Fee Applies
January 23	Wednesday		Last Day to Enter Classes
February 26	Tuesday	10:00 p.m.	Mid-Winter Vacation Begins
March 4	Monday	9:00 a.m.	Classes Resume
April 9	Tuesday	10:00 p.m.	Easter Vacation Begins
April 17	Wednesday	9:00 a.m.	Classes Resume
May 18	Saturday	12:00 noon	Last Day of Classes
May 25	Saturday	10:30 a.m.	Commencement

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